



**REGULAR MEETING & WORK SESSION
OF THE CITY COUNCIL**

February 23, 2021

ADDISON TREEHOUSE

**14681 MIDWAY RD. SUITE 200, ADDISON, TX 75001
5:30 PM EXECUTIVE SESSION, WORK SESSION
& REGULAR MEETING**

Notice is hereby given that the Addison City Council will conduct its REGULARLY SCHEDULED MEETING on Tuesday, February 23, 2021 at the Addison TreeHouse with a quorum of the City Council physically present. Limited seating for members of the public will be available using CDC recommended social distancing measures. The Town will utilize telephone or videoconference public meetings to facilitate public participation to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting. Telephonic or videoconferencing capabilities will be utilized to allow individuals to address the Council. Email comments may also be submitted to: iparker@addisontx.gov by 3:00 pm the day of the meeting. Members of the public are entitled to participate remotely via Toll-Free Dial-in Number: 877.853.5247; Meeting ID: 409.327.0683 Participant ID: #. For more detailed instructions on how to participate in this meeting visit our Agenda Page. The meeting will be live streamed on Addison's website at: www.addisontexas.net.

Call Meeting to Order

Pledge of Allegiance

EXECUTIVE SESSION

Closed (Executive) Session of the Addison City Council pursuant to:

Section 551.074, Tex. Gov. Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, pertaining to:

- City Attorney's Annual Evaluation

Reconvene in to Regular Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

WORK SESSION

1. Present and Discuss the **Format for the Town Meeting on April 5, 2021.**
2. Present and Discuss **Public Safety Recognition Options.**
3. Present and Discuss the **Draft Report for the Trails Master Plan.**

REGULAR MEETING

Announcements and Acknowledgments Regarding Town and Council Events and Activities

Discussion of Meetings / Events

Public Comment

The City Council invites citizens to address the City Council on any matter, including items on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing starts. Citizen comments are limited to three (3) minutes, unless otherwise required by law. To address the Council, please fill out a City Council Appearance Card and submit it to a staff member prior to the Public Comment item on the agenda. The Council is not permitted to take any action or discuss any item not listed on the agenda. The Council may choose to place the item on a future agenda.

Consent Agenda

All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.

4. Consider Action to Approve the Minutes from the February 9, 2021, Council Meeting.
5. Consider Action on an Ordinance Amending Outdated and Inapplicable Language in Code of Ordinances Chapter 2 (Administration) Article VII (Planning and Zoning Commission).
6. Consider Action on an Ordinance Amending Outdated and Inapplicable Language in Code of Ordinances Chapter 2 (Administration) Article VIII (Board of Adjustment).

Regular Items

7. Hold a Public Hearing, Present, Discuss, and Consider Action on a Resolution Nominating Bank of America Corporation, Located at 16001 Dallas Parkway, to the Office of the Governor, Economic Development & Tourism Through the Texas Economic Development Bank as an Enterprise Project under the Texas Enterprise Zone Act.
8. Present and Discuss the Finance Department Quarterly Financial Report of the Town of Addison for the Fiscal Year 2021 First Quarter Ended December 31, 2020.

Adjourn Meeting

NOTE: The City Council reserves the right to meet in Executive Session closed to the public at any time in the course of this meeting to discuss matters listed on the agenda, as authorized by the Texas Open Meetings Act, Texas Government Code, Chapter 551, including §551.071 (private consultation with the attorney for the City); §551.072 (purchase, exchange, lease or value of real property); §551.074 (personnel or to hear complaints against personnel); §551.076 (deployment, or specific occasions for implementation of security

personnel or devices); and §551.087 (economic development negotiations). Any decision held on such matters will be taken or conducted in Open Session following the conclusion of the Executive Session.

THE TOWN OF ADDISON IS ACCESSIBLE TO PERSONS WITH DISABILITIES. PLEASE CALL (972) 450-7017 AT LEAST 48 HOURS IN ADVANCE IF YOU NEED ASSISTANCE.

POSTED BY: Irma G. Parker, City Secretary (On line) Wesley S. Pierson, City Manager,

DATE POSTED - On-line: 2/18/2021 @10:00 pm _____

TIME POSTED - Town Hall Bulletin Board: 2/29/2021 By 5:00 pm

DATE REMOVED FROM BULLETIN BOARD: _____

REMOVED BY: _____

Council Meeting

1.

Meeting Date: 02/23/2021

Department: Communications & Marketing

Pillars: Gold Standard in Customer Service

Milestones: Promote and protect the Addison Way

AGENDA CAPTION:

Present and Discuss the **Format for the Town Meeting on April 5, 2021.**

BACKGROUND:

Town Meetings are held twice a year in the spring and fall. This year, the spring meeting is scheduled for April 5, 2021 at 7:00 pm. The purpose of this item is to discuss the format and topics for the presentation.

RECOMMENDATION:

Staff requests direction from Council.

Council Meeting

2.

Meeting Date: 02/23/2021

Department: Parks & Recreation

Pillars: Gold Standard in Public Safety

Milestones: Promote and protect the Addison Way

AGENDA CAPTION:

Present and Discuss Public Safety Recognition Options.

BACKGROUND:

On October 13, 2020, Staff made a presentation at the request of Council members Marlin Willesen and Paul Walden. The purpose of the discussion was to discuss ways to honor Addison Police Officer Ronnie Cox who was killed in the line of duty serving a narcotics warrant in the City of Dallas. Currently, there is no formal memorial or official recognition of Officer Cox's sacrifice located within the Town. Staff presented an overview of the Addison Fire Department's recognition for fallen Addison Firefighter Stephen Webb. The discussion included examples of how other cities recognize public safety workers.

Council directed staff to develop a short-term solution that could be implemented in the near future to recognize fallen Officer Ronnie Cox and his sacrifice. Council also directed staff to develop a long-term solution for a larger installation to honor Public Safety generally. Staff will make a presentation to Council providing information related to proposals for each solution.

RECOMMENDATION:

Staff requests direction from Council.

Attachments

Presentation - Public Safety Recognition

Public Safety Recognition Discussion

February 26, 2021





Staff made a presentation during the October 13, 2020 Council meeting to discuss recognition options for Addison Police Officer Ronnie Cox who was killed in the line of duty on December 15, 1986.

Following the discussion, Council directed staff to bring recommendations back to Council for the following:

- **Short-Term Recognition Solution** - Install a small plaza which would include a monument and a plaque near the Police Station that would honor Ronnie Cox and his service to the Town.
- **Long-Term Recognition Solution** - Recommend an option for a larger installation that honors Public Safety.

Background



Liberty Bell Plaza in front of Fire Station #1 is an example of staff led recognition of co-workers that have died in the line of duty, passed from other causes, or retired.

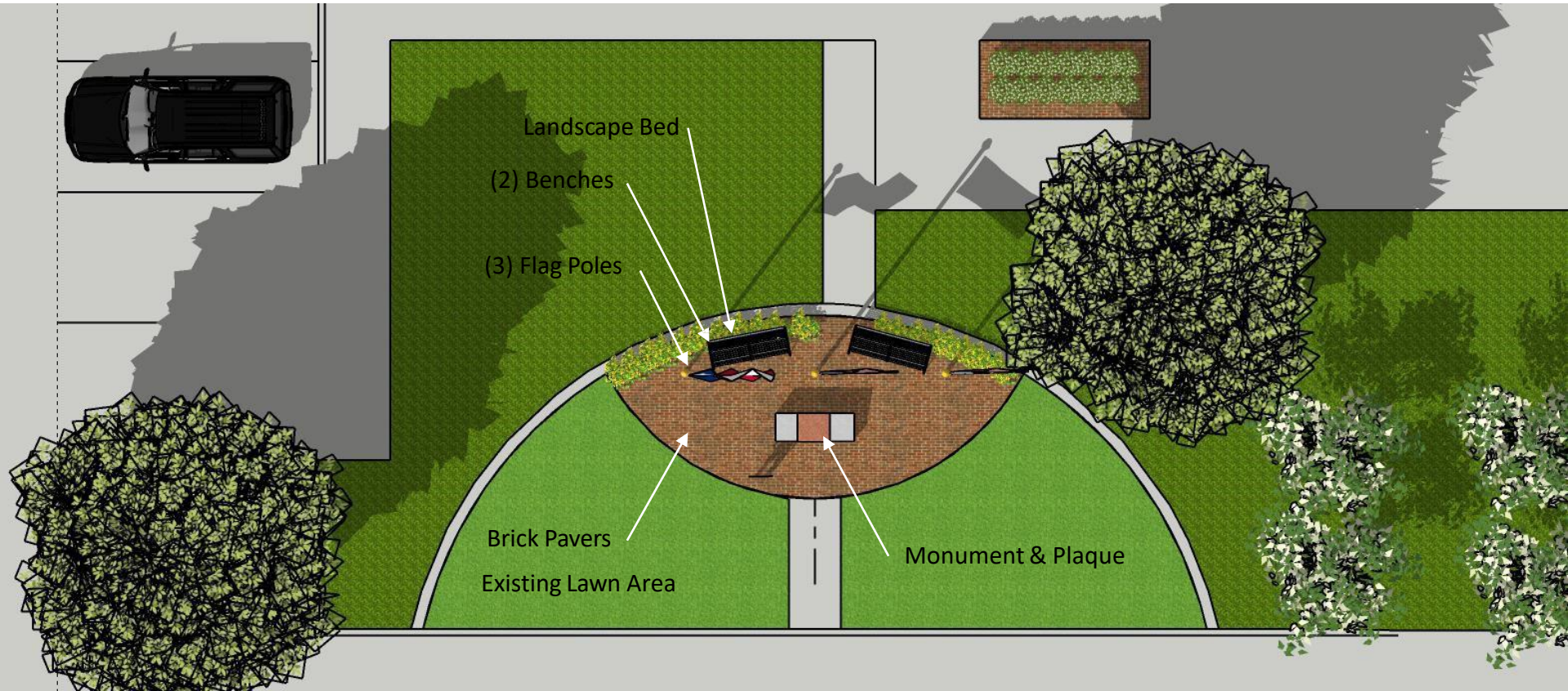
Proposed Short-Term Recognition Solution



Install a small plaza at the Addison Police Department

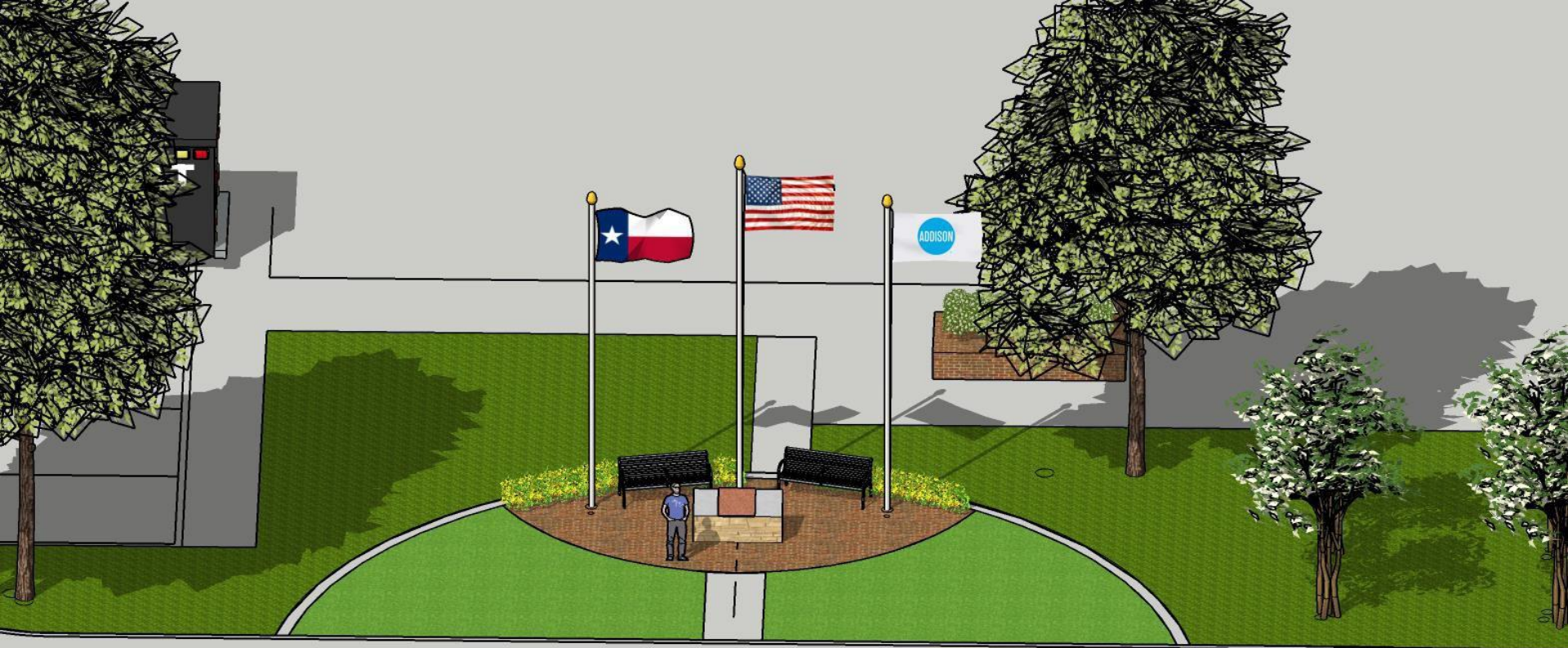
- This would align with the Liberty Bell Plaza located at the Fire Station.
- Some elements of construction could be staff led which aligns with similar efforts at the Fire Station.

Proposed Short-Term Recognition Solution



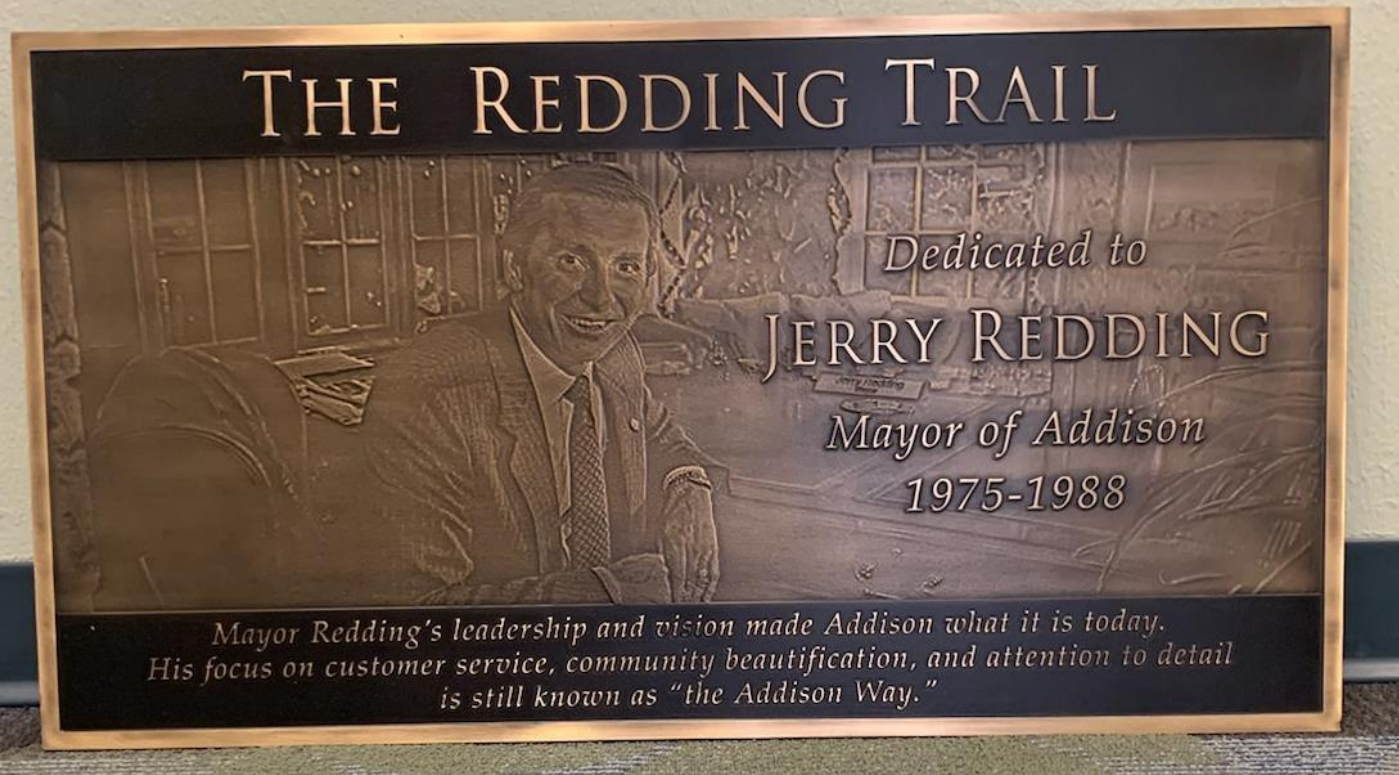
Plan View

Proposed Short-Term Recognition Solution



Perspective

Proposed Short-Term Recognition Solution



Plaque Example

Plaque layout would be similar to other plaques located in parks, such as the example pictured above. The plaque would include a photo of Officer Cox, his years of service, an inscription about him as well as police and marine emblems.

Proposed Short-Term Recognition Solution



Estimated Costs

ITEM	QUANTITY	Units	Unit Cost	Total Cost	REMARKS
Brick Pavers	311	SF	\$0.00	\$0.00	Town Stock, Installed by Staff
Cushion Sand	1	CY	\$35.00	\$35.00	Installed by Staff
Paver Base	5	CY	\$75.00	\$375.00	Installed by Staff
Paver Edging	150	LF	\$1.25	\$187.50	Installed by Staff
Filter Fabric	1	EA	\$60.00	\$60.00	Installed by Staff
Flags	3	EA	\$45.00	\$135.00	Installed by Staff
25' Flag Pole Aluminum w/Internal Halyard	1	EA	\$1,800.00	\$1,800.00	
20' Flag Pole Aluminum w/ Internal Halyard	2	EA	\$1,700.00	\$3,400.00	
Flag Pole Installation	3	EA	\$350.00	\$1,050.00	
Flag Pole Lights	6	EA	\$350.00	\$2,100.00	Installed by Staff
Stone Pedestal & Footing	1	EA	\$4,500.00	\$4,500.00	
Bronze Plaque	1	EA	\$1,200.00	\$1,200.00	Installed by Staff
Benches	2	EA	\$1,200.00	\$2,400.00	Installed by Staff
Subtotal				\$17,242.50	
Contingency				\$2,586.38	
Total				\$19,828.88	

Proposed Long-Term Recognition Solution



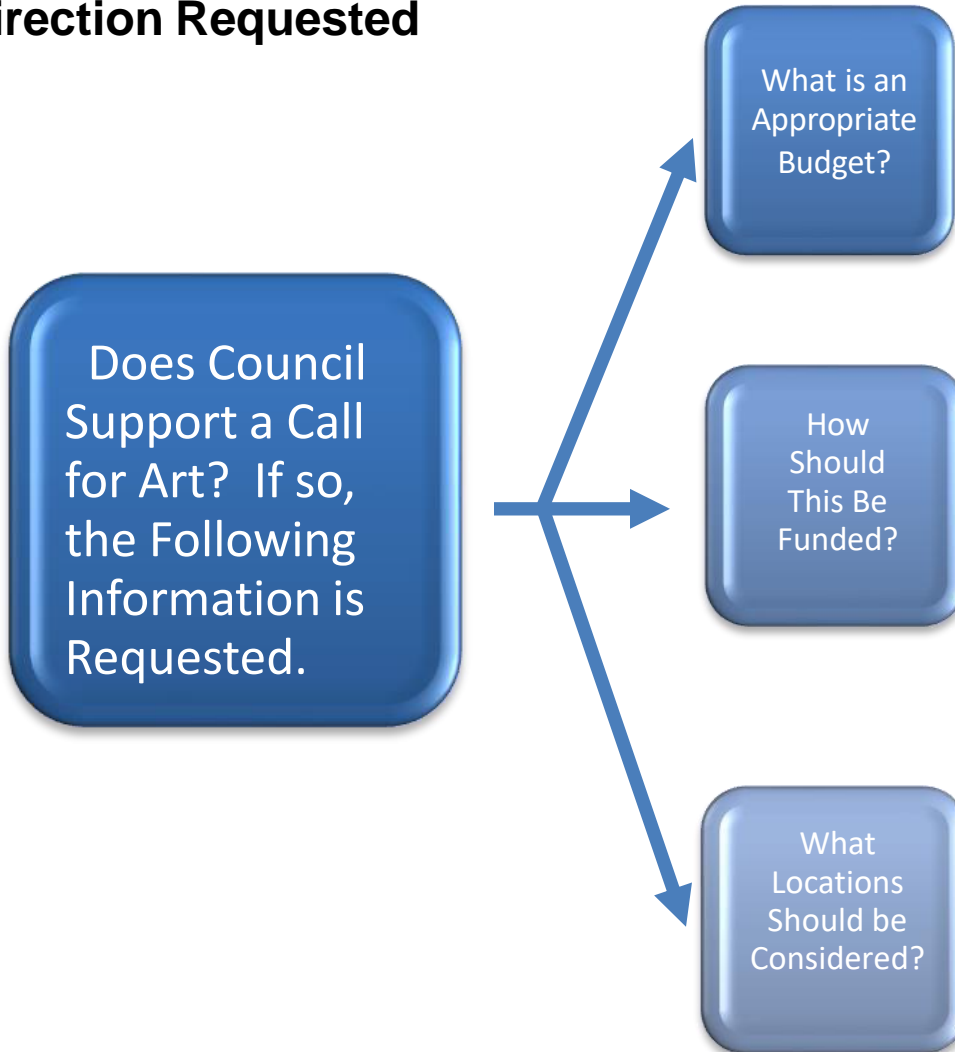
Solicit a National Call for Art for a Public Safety Art Installation

- A steering committee of Addison Arbor Foundation and Addison Police, Fire and Parks representatives would be formed.
- The committee would issue a call for art asking artists to submit proposals for a public art installation that symbolizes or represents important aspects of public safety workers and their purpose.
- The committee would select 2-3 site locations the artists could consider for their proposed installation.
- The committee would select 2-3 finalists to be paid a small stipend to expand, develop and present their concepts further.
- The committee will recommend a finalist to Council to consider. If approved, a contract agreement would then be entered with the artist for the commissioning of the artwork and installation.

Proposed Long-Term Recognition Solution



Council Direction Requested





What is An Appropriate Budget?

To help develop a budget, staff has provided:

- Examples of public safety art installations other communities have built. The examples include the material used, cost of the art and in some instances site development along with dimensions of the sculpture.
- An Example of a recent art installation in Addison along the materials used, cost of the art and dimensions of the sculpture.

Proposed Long-Term Recognition Solution

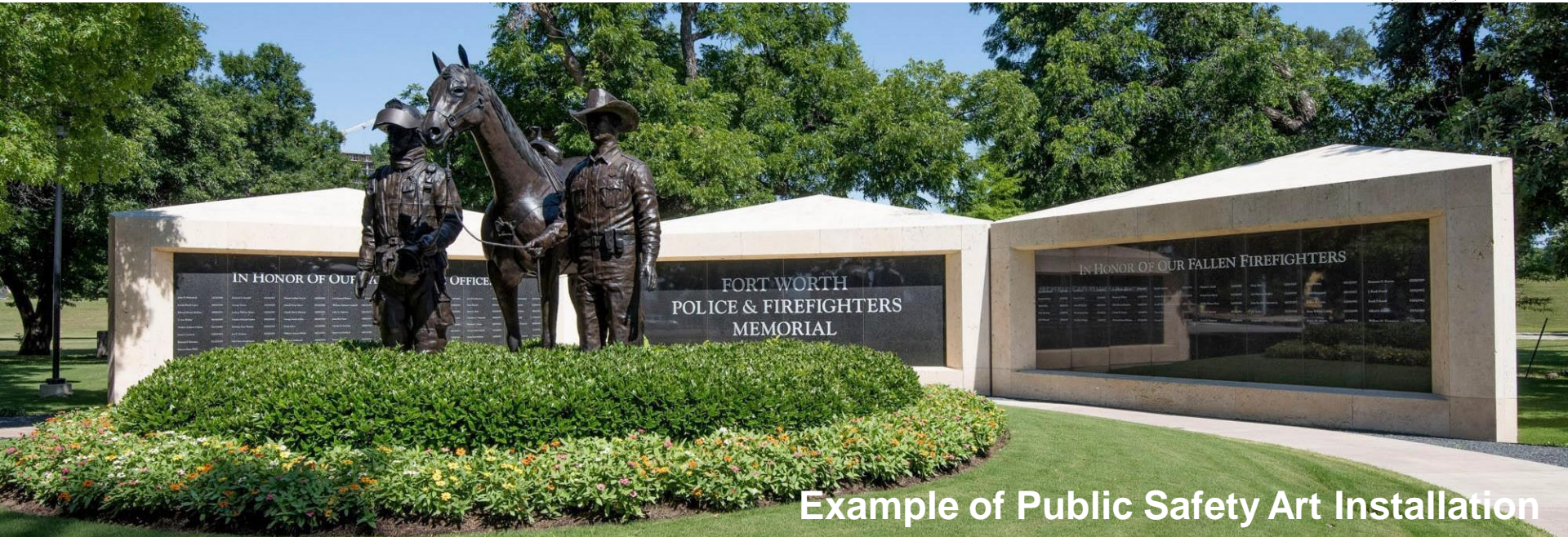


Example of Public Safety Art Installation



- Rail Ladder Fire by Artist Chris Fennell
- Installed at Fire Station Number 5 in the City of Allen
- Cost of Sculpture \$60,000
- Sculpture Dimensions 8' x 8' x 23'
- Materials Recycled Ladders and equipment

Proposed Long-Term Recognition Solution



Example of Public Safety Art Installation

- Fort Worth Police and Firefighters Memorial by artist Jack Wilson
- Trinity Park, Fort Worth Texas
- Cost of Sculpture \$240,000 (Development of 5-Acre Site was \$1.2 Million) Funded by Donations
- Sculpture Dimensions 10.5' x 12' x 12'
- Material Bronze

Proposed Long-Term Recognition Solution



- Radiant Shield by Artist Group RE:site
- Public Safety Campus Richardson, Tx.
- Cost of Sculpture \$150,000
- Wall and site work was an additional \$200,000
- Sculpture Dimensions 10' x 8' x 8'
- Material Painted Steel & Stainless Steel

Example of Public Safety Art Installation

Proposed Long-Term Recognition Solution



Example of Public Safety Art Installation



- United We Stand by Artist Eric McGehearty
- Fort Worth Fire Station No. 3
- Cost of Sculpture \$50,000
- Dimensions 10' x 10' x 4'
- Materials Bronze

Example of Recent Art Installation Addison



- Tango Fantasia by Artist Art Fairchild
- Addison Conference Center
- Cost of Sculpture \$50,000
- Dimensions 15' x 10' x 5'
- Material Stainless Steel

What is An Appropriate Budget?

Staff Requests Council Direction to Establish a Budget.

For the sitework and the artwork:

- Staff recommends including \$50,000 - \$100,000 for the sitework which would include paving, lighting and landscaping.
- Staff suggests the budgeted amount for the art installation should exceed the amount spent to install Tango Fantasia based on the prominence and significance of this installation.



How Should
This Be
Funded?

Budget Options

- Include the Installation and Site Work in the FY2021 – FY22 Budget; or,
- Create a Fundraising Campaign to Contribute to All or a Portion of the Installation.

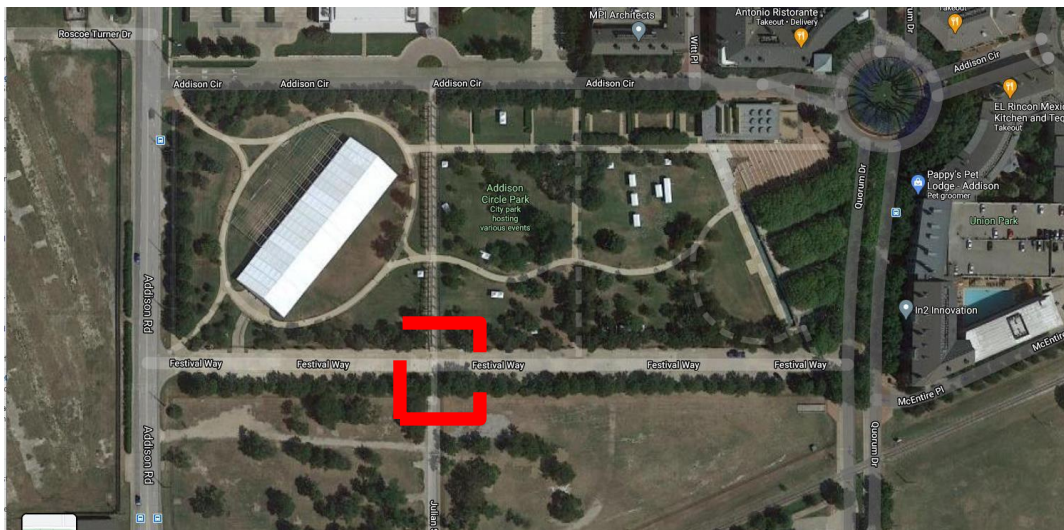


What Locations Should Be Considered?

Proposed Locations

- East end of Beckert Park.
- Silver Line Entrance to Addison Circle Park.
- Future Potential Municipal Complex (Yet to Be Approved by Council)
- Additional Locations as Recommended by the Steering Committee

Proposed Long-Term Recognition Solution



Potential Site Location

Addison Circle Park Future New Entrance

- Near the future new entrance to the park
- At the transit entry into Addison
- Has existing electrical infrastructure in place for lighting
- Would require reconfiguring area adjacent to the Arbor either in the Right-of-Way or within the park
- Would need to be coordinated with Transit Oriented Development (TOD) to limit impacts.

Proposed Long-Term Recognition Solution



Potential Site Location

East end of Beckert Park

- Visible from Dallas Parkway Frontage Road
- At an entrance to Addison
- Has existing electrical infrastructure in place for lighting



Questions?



Council Meeting

3.

Meeting Date: 02/23/2021

Department: Parks & Recreation

Pillars: Excellence in Transportation Systems

Milestones: Improve all modes of transportation with infrastructure in an acceptable condition and well maintained

AGENDA CAPTION:

Present and Discuss the **Draft Report for the Trails Master Plan.**

BACKGROUND:

A City-Wide Trails Master Plan was recommended by the Parks, Recreation & Open Space Plan (PROS). Funds to hire a consultant and develop a report were include in the Fiscal Year (FY) 2019-2020 Budget for the Town. On February 13, 2020 Council approved a contract with Moore Iacofano Goltsman, Inc. (MIG) in an amount not to exceed \$122,284.00 to develop the City-Wide Trails Master Plan for the Town of Addison. On April 14, 2020 Council appointed a Trails Master Plan Advisory Committee and those members have advised and provided feedback throughout the process.

There are four phases to the project, each of those phases are listed below with the schedule.

Phase	Duration
Phase 1 - Project Initiation	March 2020 - May 2020
Phase 2 - Vision, Goals and Strategies	June 2020 - August 2020
Phase 3 - Trail recommendations	September 2020 - November 2020
Phase 4 - Action Plan	December 2020 - February 2021

When the project was In Phase 2 of development a progress update was made to Council by staff and the consultant on August 25, 2020. A draft report of the plan has now been prepared by MIG and representatives of the firm will make a presentation to Council. The report will be finalized and brought back to Council to consider for adoption in March 2021.

RECOMMENDATION:

Staff requests direction from Council.

Attachments

Presentation - Draft Trails Master Plan

Draft Report - Trails Master Plan

Addison City-Wide Trails Master Plan



Council Work Session - 2/23/2021

Agenda

- Process and Schedule
- Outreach and Engagement
- About the Plan
- Comprehensive Trail Recommendations
- Discussion
- Next Steps/Close



Process and Schedule

Project Schedule

Phase 1: Preparation

March – May 2020

Phase 2: Identification

June – August 2020

Phase 3: Confirmation

September – November 2020

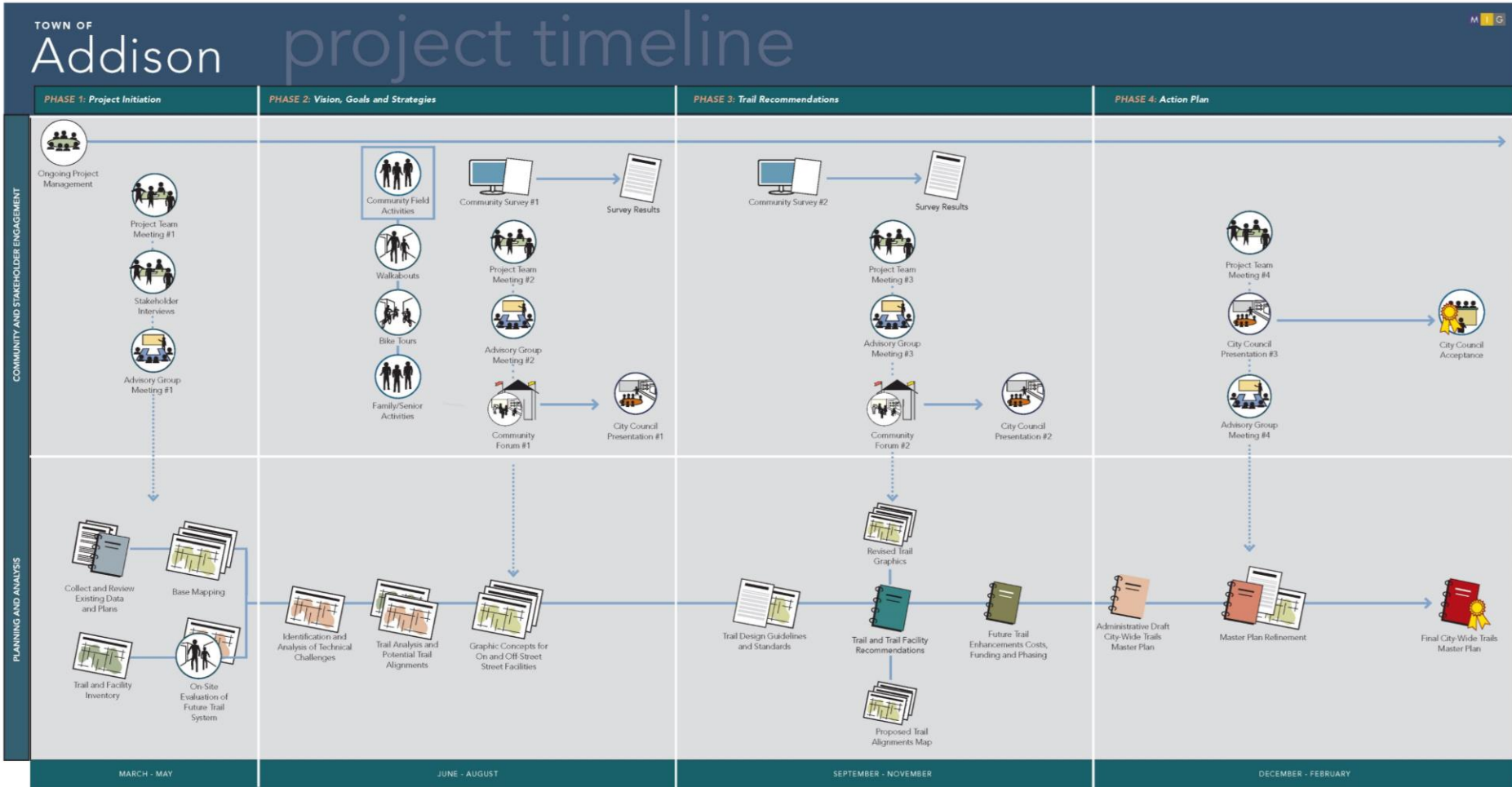
Phase 4: Codification

December – February 2020

*Community Engagement and Outreach in each phase



Project Timeline



Overview of Feedback Gathered Following August 25, 2020 Council Update

- **November-December:** Public, Council, Project Advisory Committee (Pac) and Staff
 - Preferred Alignments and Typologies
 - Crossings, Connections and Trailheads
 - Engagement: Maptionnaire, large map intercepts, Staff meetings, Council discussions
- **January:** PAC and Staff
 - Prioritization; action plan review
 - PAC and Staff meetings
- **February-March:** (Council, PAC and Staff)
 - Draft Plan review and refinement
 - Council Work Session
 - Council Presentation for Adoption – March 9th



Outreach and Engagement

Project Advisory Committee and Council Interviews

Key Themes

- Connections to existing trails, inside and outside the Town
- **Safety** – lighting, street crossings, biking
- Use residential/local streets for on-street trails
- **Barriers** – Midway, Tollway and Belt Line
- Neighborhood connectivity, North to South, East to West, **neighborhood loops**
- Planned Cotton Belt Trail opportunities – first and last mile, Trail-Oriented Development, regional connections
- Devise implementable/plausible solutions; articulate in **various scenarios/phases**

Project Advisory Committee and Council Interviews

Key Themes (cont.)

- **Off-street trails emphasis** – nature trails, multi-use trails, recreation
- **Walkers/dog walkers** are the primary users; walks within neighborhoods
- Need more **information about trails** – how to go from one place to another, online info, establish groups, wayfinding signage
- Connectivity to regional trails
- **Trail design and amenities** – signage, shade, seating, art, etc.
- Addison trails to set North Texas standard
- Establish areas of activity and meeting places along trails

Trails Questionnaire

Total records in survey: 706

Full Responses: 526

Partial Responses: 180

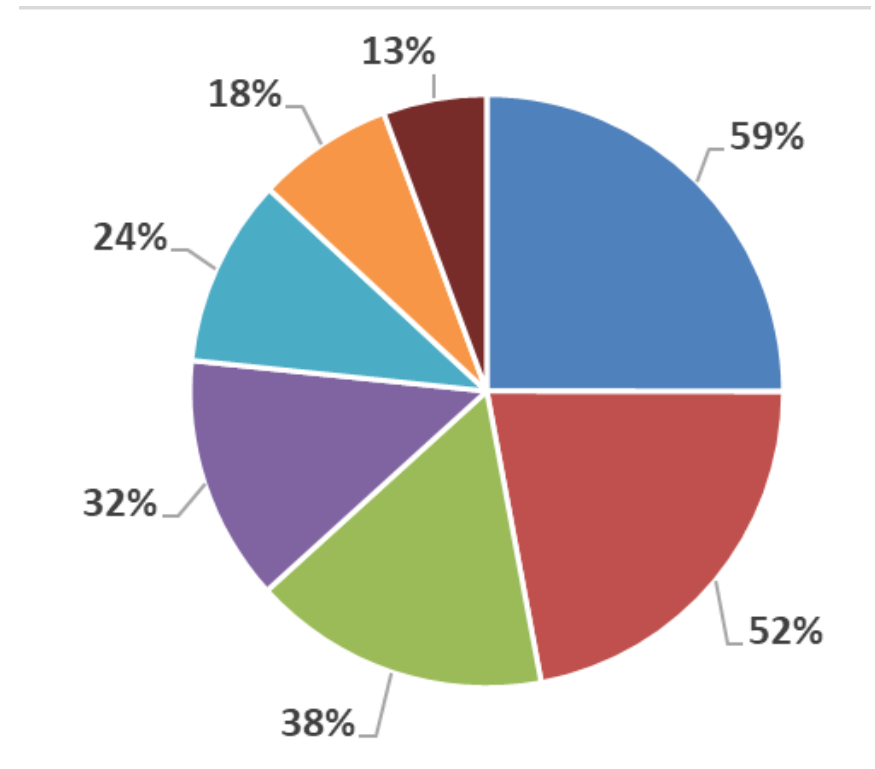
High-Level Takeaways

- Addison is perceived as an “easy” place to walk around, however, biking is perceived as more difficult, and many survey participants do not currently bike.
- The majority of survey participants are on trails every day – primarily for exercise and to be surrounded by nature – and value them as being extremely important to the community’s quality of life.

Trails Questionnaire - Trail Types

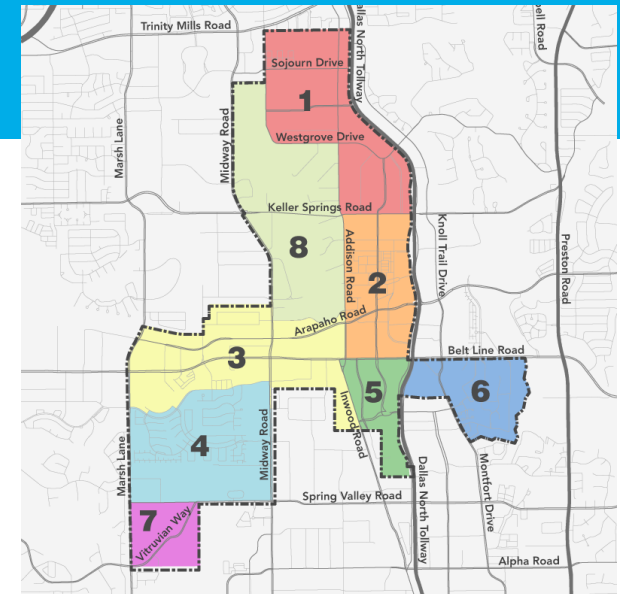
What types of trail connections do you want to see more of around Town? (Check all that apply.)

Answer	Count	Percentage
Off-street multi-use paths	417	59.07%
Wide walking paths and sidewalks	367	51.98%
Unpaved or park trails	270	38.24%
Multi-use paths in the public right-of-way	223	31.59%
Separated bike lanes	171	24.22%
Bike lanes	124	17.56%
Two-way cycle tracks	94	13.31%
Not completed or Not displayed	102	14.45%



Trails Questionnaire - Connections

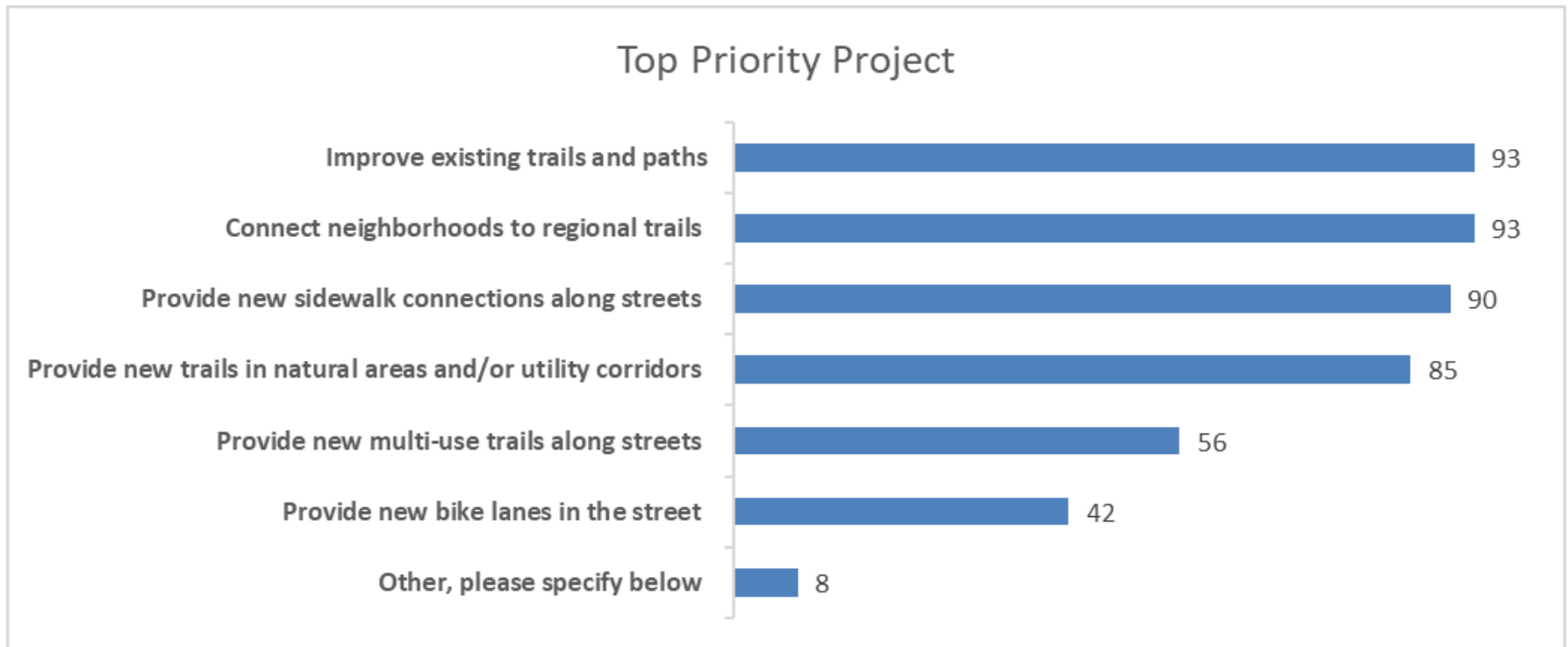
From where you live, where are trail connections most needed in Addison?
(Choose 1.)



		From where you live, where are trail connections most needed in Addison? (TO)							
		1. North Addison	2. Addison Circle	3. Belt Line	4. Les Lacs/Midway Meadows	5. South Quorum	6. East Addison	7. Vitruvian Park	8. Airport
Where do you LIVE in Addison? (FROM)	1. North Addison	15	4	5	1	1	0	0	0
	2. Addison Circle	9	8	21	5	6	8	2	0
	3. Belt Line	1	8	12	3	3	2	2	0
	4. Les Lacs/Midway Meadows	5	13	81	21	8	12	17	0
	5. South Quorum	0	1	1	0	1	1	0	0
	6. East Addison	3	10	20	1	17	15	1	0
	7. Vitruvian Park	9	19	47	48	9	7	48	0
	8. Airport	0	0	0	0	0	0	0	0

Trails Questionnaire - Priority Projects

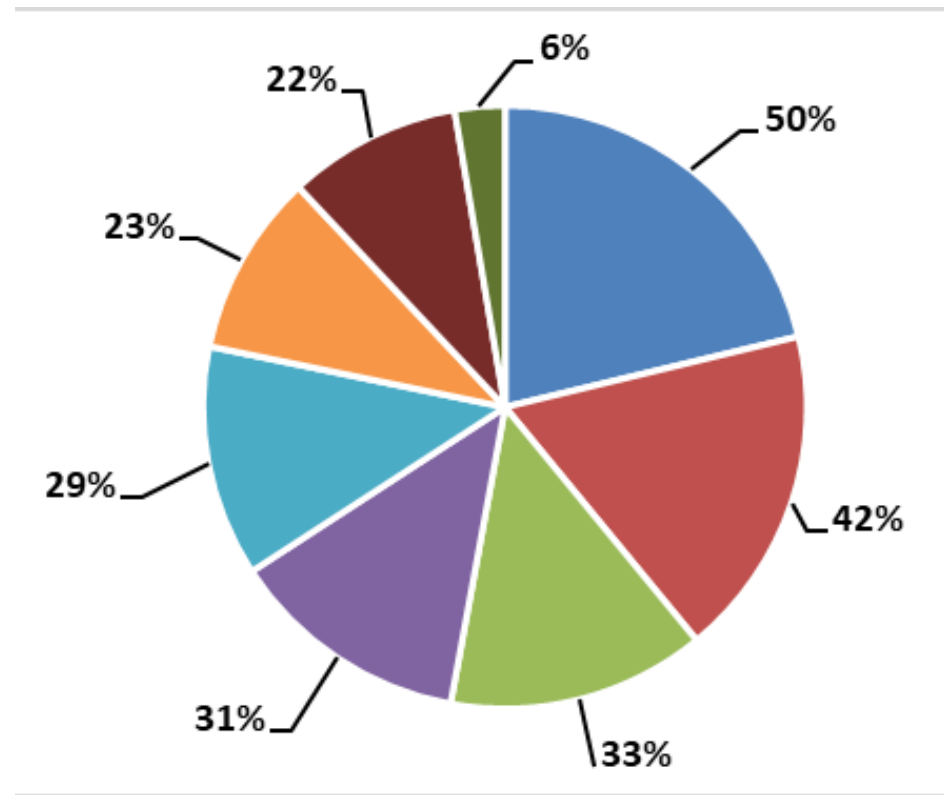
In your opinion, what are the highest priority projects from the following list? [Ranking #1]



Trails Questionnaire - Amenities

What type of amenities would you like to see on trails?
(Select all that apply)

Answer	Count	Percentage
Directional or wayfinding signage (to nearest places or trail connections)	356	50.42%
Small gathering areas (e.g., benches, viewpoints, pull-off areas)	299	42.35%
Art (sculptures, wall art, whimsical features)	232	32.86%
Attractive trail entryways or gateways	217	30.74%
Fitness areas or stations	208	29.46%
Nature play features for kids (e.g., climbing rocks, stepping stumps, spinner poles)	164	23.23%
Interpretive signage (history of the site, natural history)	156	22.10%
Other	45	6.37%
Not completed or Not displayed	159	22.52%





CITY-WIDE TRAILS VISION

Connected | Clean and Maintained | Beautiful | Natural | Convenient and Safe
Landscaped and Shaded | Multi-modal | Accessible | Active and Passive | Spacious

Community-Driven Guiding Principles

Nice to haves for Addison Trails

Connectivity

Supports recreational and commuting needs through trail access, filling network gaps, and changing vehicular circulation when needed.

Context-Sensitivity

Responds to the opportunities, constraints, and character of Addison by minimizing environmental impacts, reducing private property impacts, and accessing transit.

Diversity

Attracts a range of users by providing multiple active transportation modes on various trail types around the town.

Safety

Provides public safety by establishing low-stress facilities with minimal vehicle conflicts and visible corridors with crime prevention mechanisms.



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GUIDING PRINCIPLES

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Community-Driven Trail Goals

Must haves for all Addison Trails

Internal Circulation

Enhance, bolster or complete internal circulation routes in all planning areas

Neighborhood Connections

Connect neighborhoods to adjacent planning areas with on or off-street trails

Addison Destinations

Provide access from all Addison neighborhoods to Addison destinations including parks and public facilities, commercial and employment centers, and entertainment districts

Regional Links

Link planning areas to regional routes and destinations through seamless trail connections



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Diversity

Attracts a range of users by providing multiple active transportation modes on various trail types around the town.

Safety

Provides public safety by establishing low-stress facilities with minimal vehicle conflicts and visible corridors with crime prevention mechanisms.

GOALS

Internal Circulation

Enhance, bolster or complete internal circulation routes in all Addison Areas.

Neighborhood Connections

Connect neighborhoods to adjacent areas with on or off-street trails.

Addison Destinations

Provide access from all Addison neighborhoods to Addison destinations including parks and public facilities, commercial and employment centers, and entertainment districts.

Regional Links

Link Addison Areas to regional routes and destinations through seamless trail connections.

Addison Staff Trail Criteria Input



Addison City-Wide Trails Master Plan Evaluation Criteria

*Scenarios shown on slide 23

		Criteria	Scenario 1	Scenario 2	Scenario 3
Connectivity	Supports recreational and commuting needs through trail access, filling network gaps, and changing vehicular circulation when needed.	1. Low amount of network gaps (pedestrian system, bicycle routes, neighboring jurisdiction trails)			
		2. Has multiple access points connecting to the surrounding neighborhoods			
		3. Minimal vehicular circulation changes			
Context-Sensitivity	Responds to the opportunities, constraints, and character of Addison by minimizing environmental impacts, reducing private property impacts, limiting facility costs, and providing access to transit routes.	1. Provides transit access			
		2. System benefits outweigh cost of facility improvements			
		3. Limited environmental impacts (drainage, vegetation, etc.)			
		4. Limited private property impacts			
Diversity	Attracts a range of users by providing multiple active transportation modes on various trail types around the town.	1. Provides a diversity of skill and comfort levels			
		2. Supports multiple active transportation modes			
		3. Avoids trail user altercations (separates or limits modes as needed)			
Safety	Provides public safety by establishing low stress facilities with minimal vehicle conflicts and visible corridors with crime prevention mechanisms.	1. Prioritizes low-stress facilities (separated and buffered)			
		2. Minimizes potential vehicle conflicts			
		3. Routes are visible from adjacencies and avoid areas prone to crime and vandalism			



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GUIDING PRINCIPLES

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Diversity

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Safety

Provides public safety by establishing low-stress facilities with minimal vehicle conflicts and visible corridors with crime prevention mechanisms.

PRIORITIZATION CRITERIA

See Appendix C: Trail Prioritization Criteria

GOALS

Internal Circulation

Enhance, bolster or complete internal circulation routes in all Addison Areas.

Neighborhood Connections

Connect neighborhoods to adjacent areas with on or off-street trails.

Addison Destinations

Provide access from all Addison neighborhoods to Addison destinations including parks and public facilities, commercial and employment centers, and entertainment districts.

Regional Links

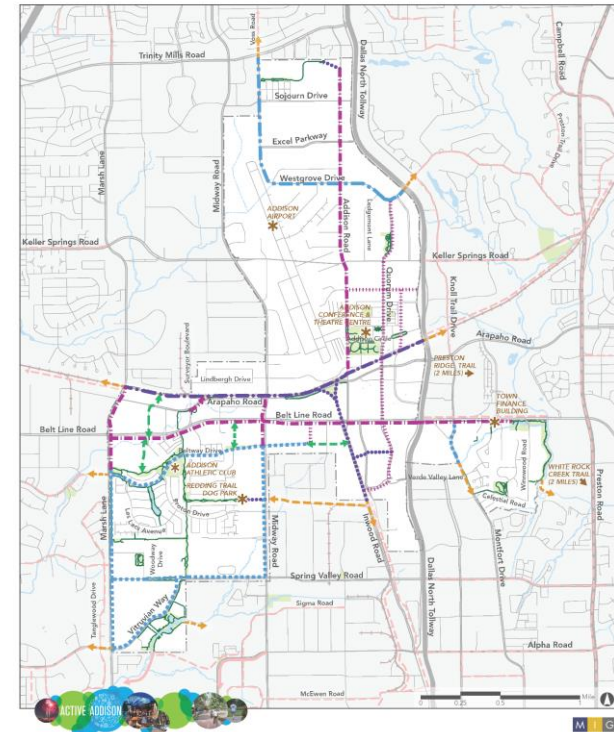
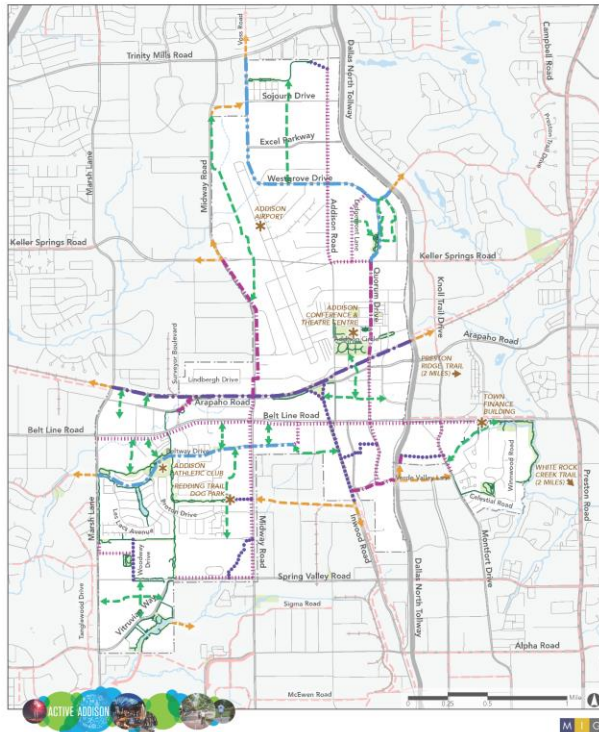
Link Addison Areas to regional routes and destinations through seamless trail connections.

PAC Scenario Input

SCENARIO 1: Low Stress Network

SCENARIO 2: Neighborhood Loops

SCENARIO 3: Direct Connections





CITY-WIDE TRAILS VISION

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GOALS

Internal Circulation

Enhance, bolster or complete internal circulation routes in all Addison Areas.

Neighborhood Connections

Connect neighborhoods to adjacent areas with on or off-street trails.

Addison Destinations

Provide access from all Addison neighborhoods to Addison destinations including parks and public facilities, commercial and employment centers, and entertainment districts.

Regional Links

Link Addison Areas to regional routes and destinations through seamless trail connections.

PRIORITIZATION CRITERIA

See Appendix C: Trail Prioritization Criteria

RECOMMENDATIONS

See Chapter 4: Comprehensive Recommendations

Foundational Elements | Recommended Network | Trail Design Standards and Guidelines

See Chapter 5: Priority Projects

Major East to West Alignments | Major North to South Alignments | Local Connectivity | Partnerships

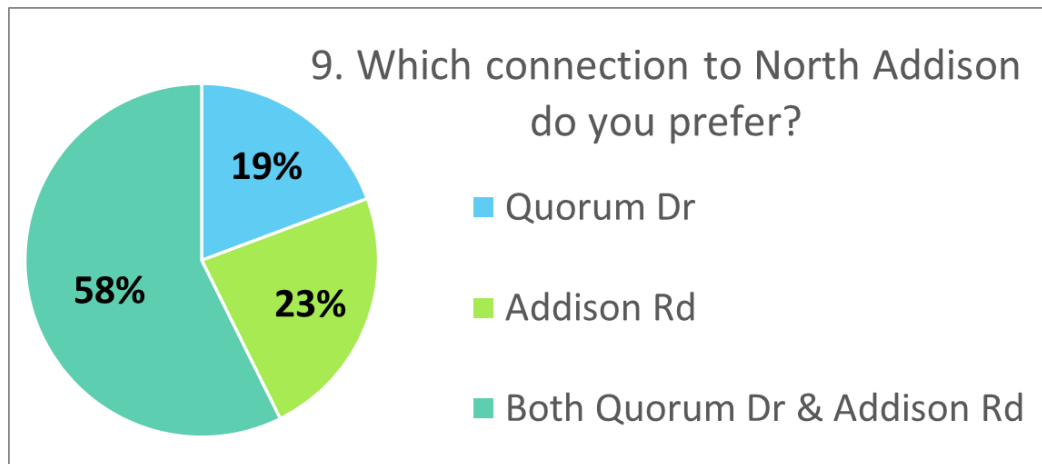
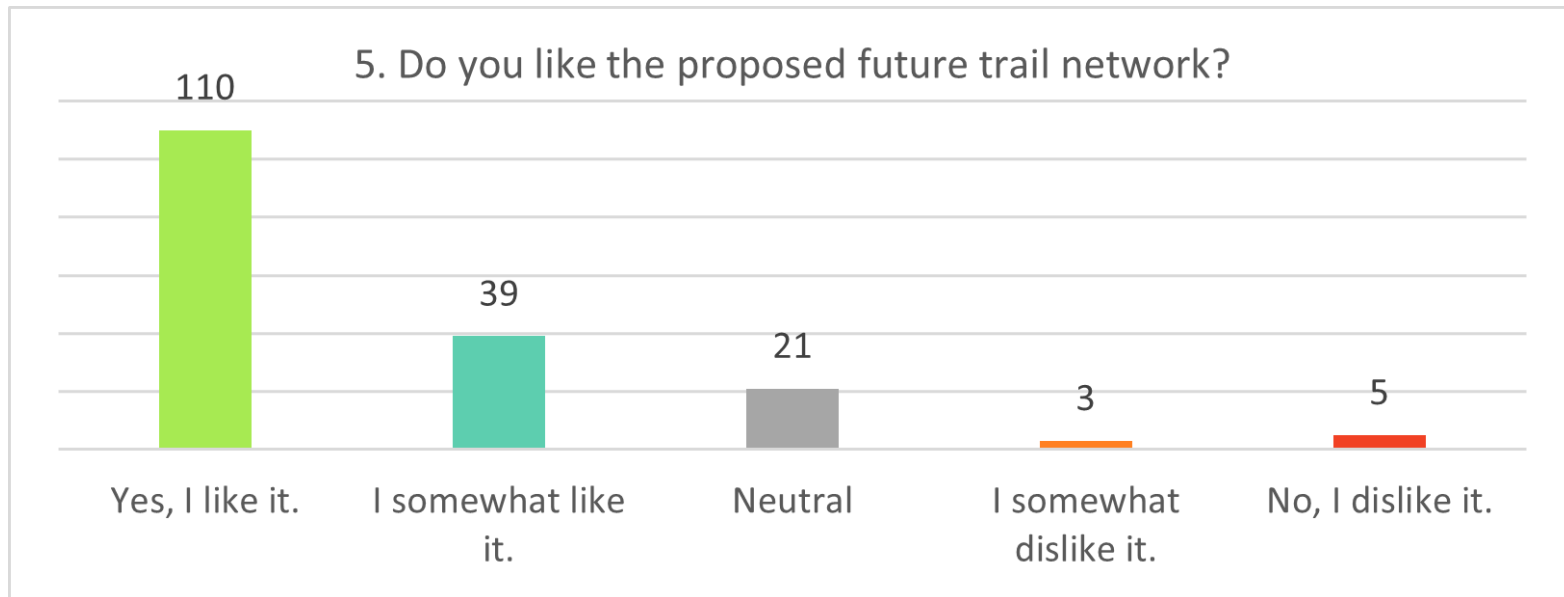
Preferred Trail Network Development

Feedback was a critical part of developing the preferred trail network.

- Three large map pop-up events
 - 150 residents
- Draft future trail network questionnaire
 - Over 250 residents
- Assessed proposed draft alignments and trail typologies
- Added new trails, trailheads and identified important connections

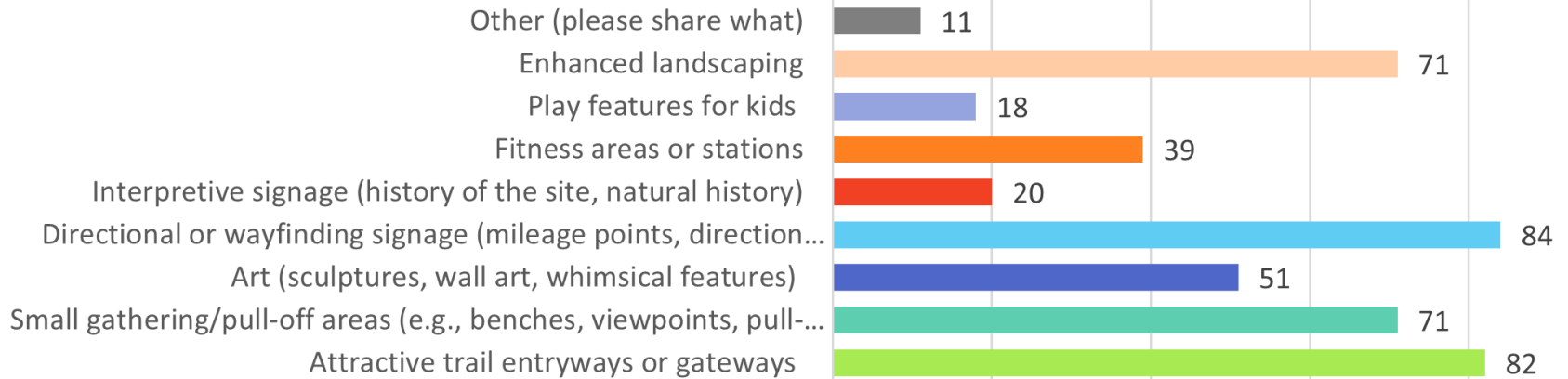


Preferred Trail Network Questionnaire

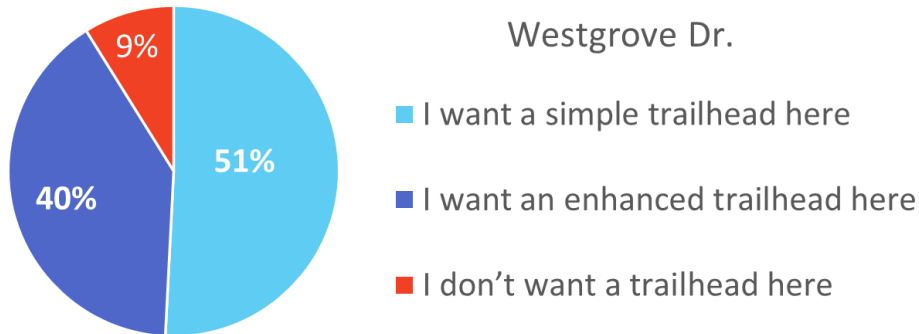


Preferred Trail Network Questionnaire

11. Pick your top three choices for amenities that should be included along the Cotton Belt Trail in Addison.



12. Trailhead at North Addison Park and Westgrove Dr.



About the Plan

Plan Content

Chapter 1: INTRODUCTION

- Purpose of the Plan
- Plan Development Process
- The Future of Addison Trails
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Chapter 2: EXISTING CONDITIONS

- The Addison Community
- Snapshot of the System
- Opportunities and Constraints

Chapter 3: COMMUNITY VISION AND GOALS

- Outreach and Engagement Process
- Community Input Themes
- Vision Framework

Plan Content

Chapter 4: COMPREHENSIVE RECOMMENDATIONS

- Foundational Elements
- Recommended Network
- Trail Design Standards and Guidelines

Chapter 5: PRIORITY PROJECTS

- Major East to West Axes
- Major North to South Axes
- Local Connectivity
- Partnerships
- Action Plan

APPENDICES

- Appendix A: Trail Inventories
- Appendix B: Community Engagement Summaries
- Appendix C: Trail Prioritization Criteria
- Appendix D: Funding Strategies
- Appendix E: Master Transportation Plan Revisions

Trail Recommendations

Types of Trails

Wide walking paths



Bike lanes



Cycle tracks



Multi-use paths in the ROW



Off-street multi-use paths



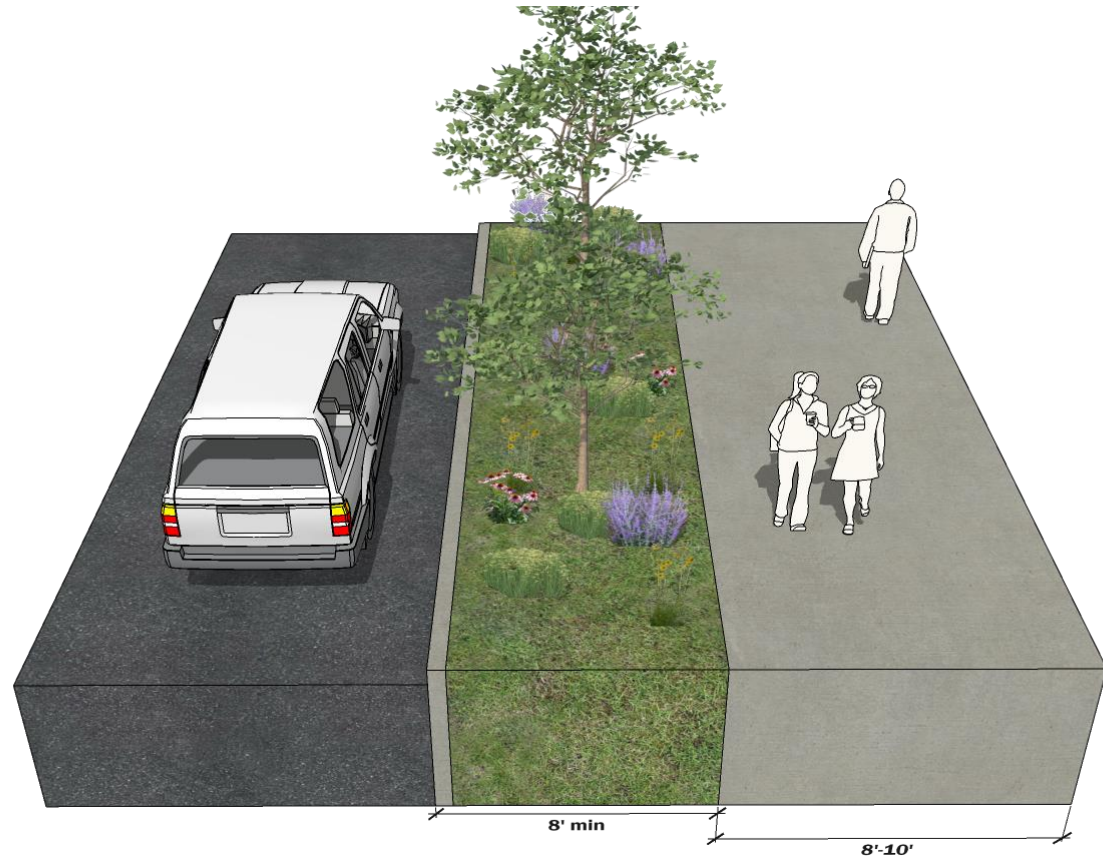
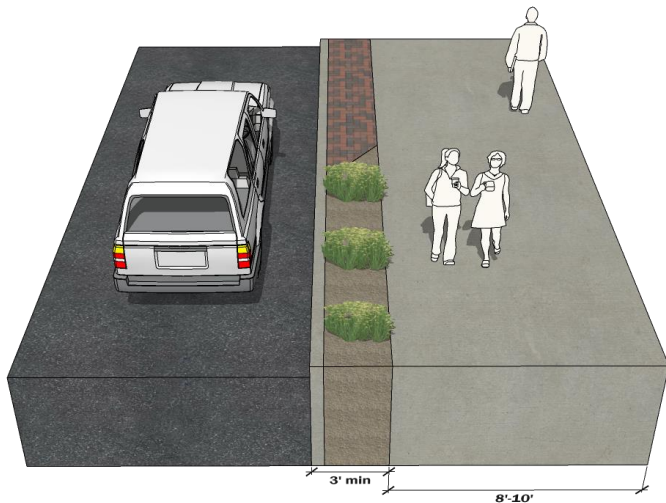
Unpaved or park trails



Trail Typologies

Wide Sidewalk w/ Buffer

- 8-10 feet wide
- 8' buffers (min. of 3')



Note:

- Buffers must comply with the Master Transportation Plan or minimum standard which ever is larger

Trail Typologies

Shared-Use Path Along Street

- 10-14 feet wide
- 8' buffers (min. of 3')

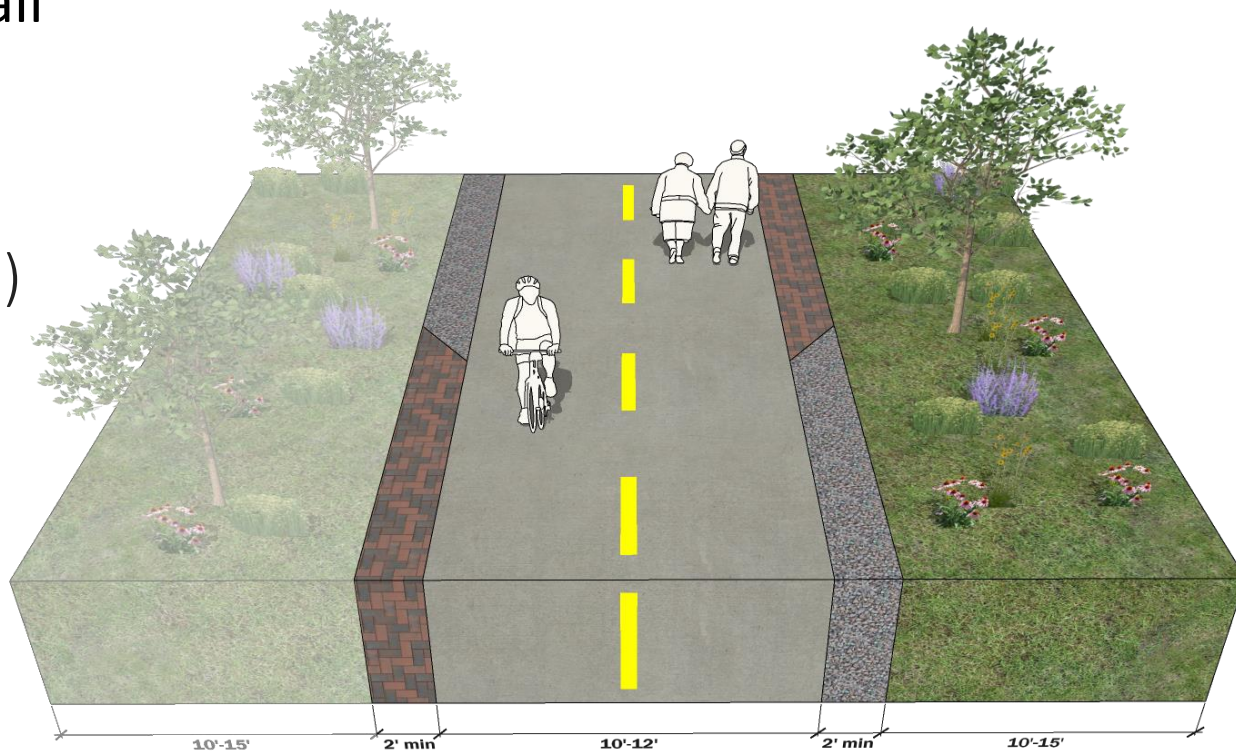
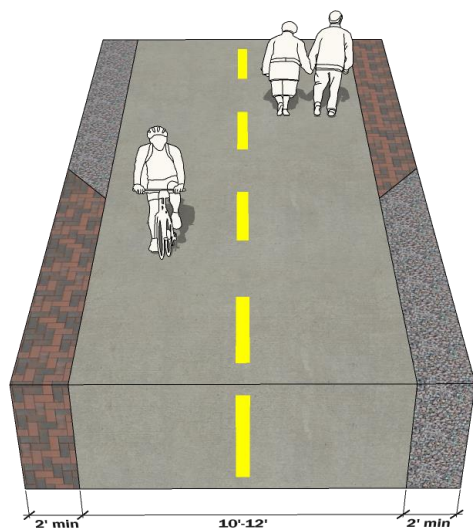


- Note:
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Trail Typologies

Local Shared-Use Trail

- 10-12 feet wide
- 10-15' vegetative buffers (min. of 2')



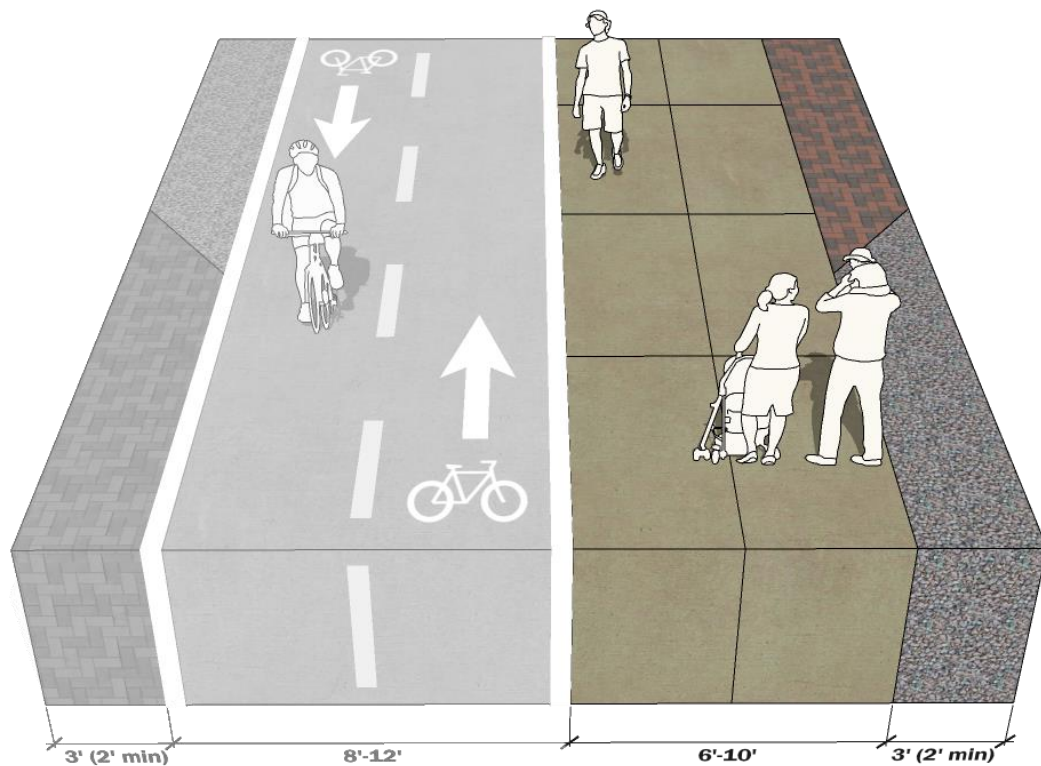
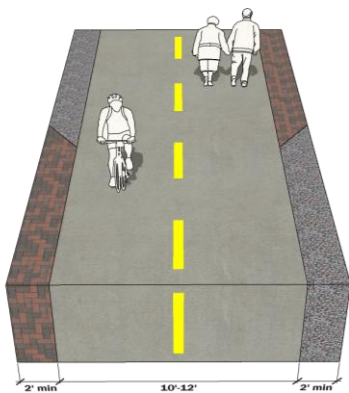
Note:

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Trail Typologies

Regional Shared-Use Trail

- 10-12' feet wide
- 2-4' minimum buffer; preferred landscaped screening
- 6-10 feet of additional trail width to separate



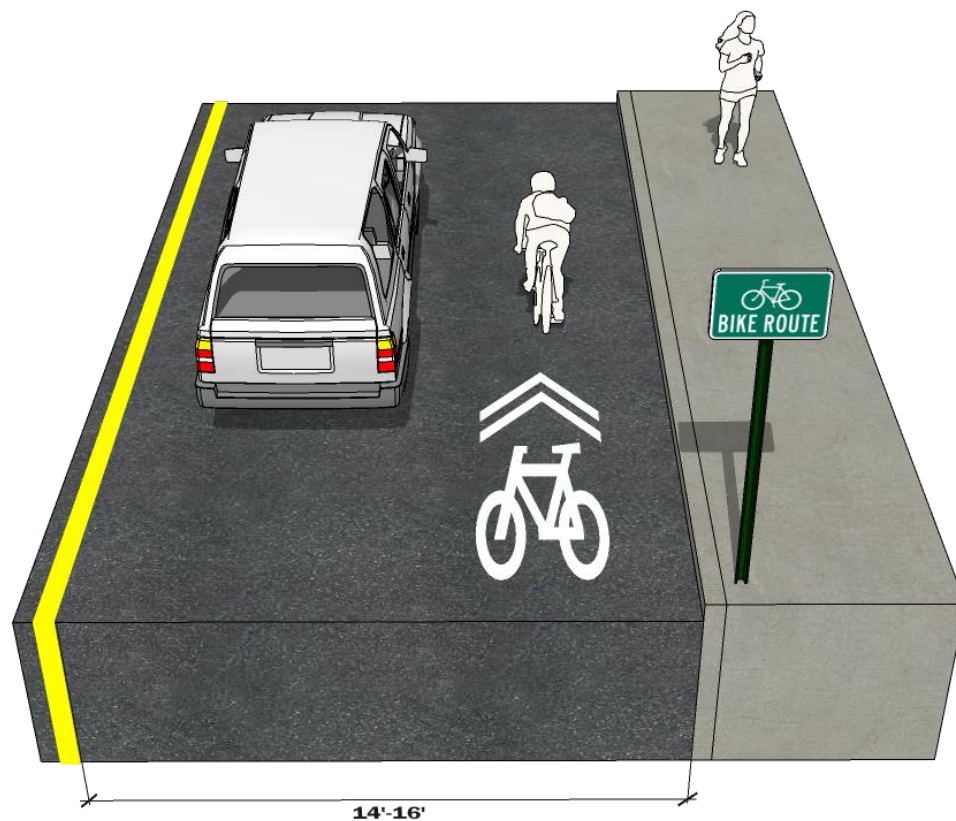
Note:

- Buffers must comply with the Master Transportation Plan or minimum standard which ever is larger

Trail Typologies

Bike Boulevard

- Streets with lower traffic
- Sharrow markings on the roadway
- Wayfinding signage



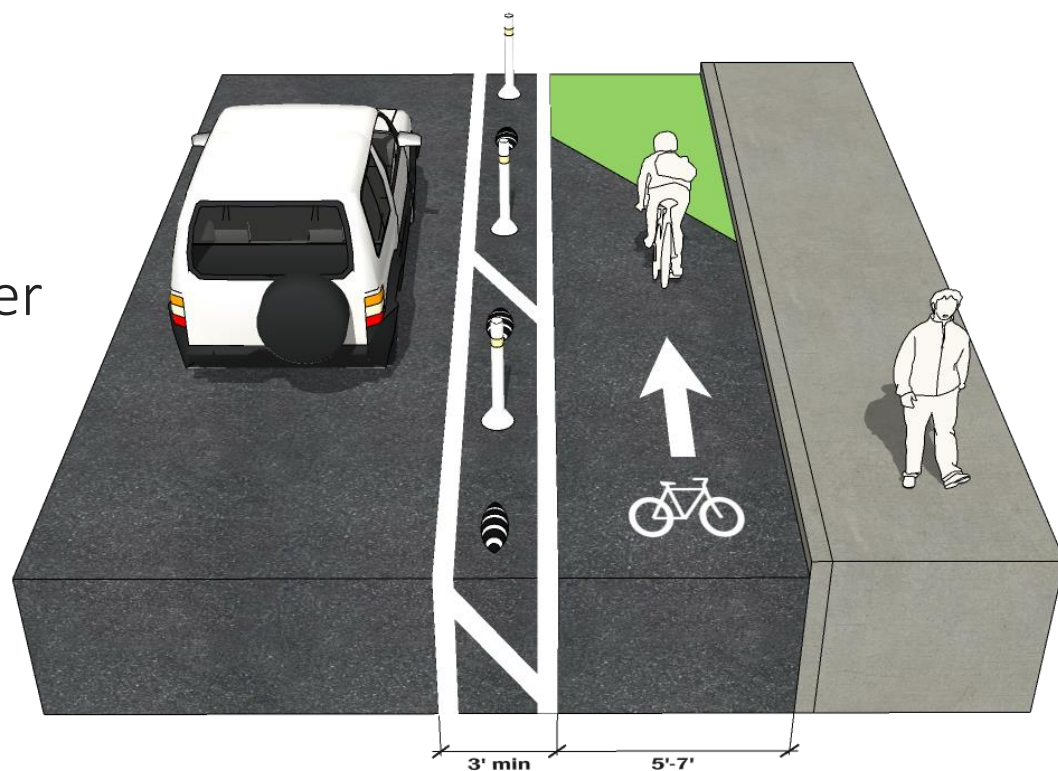
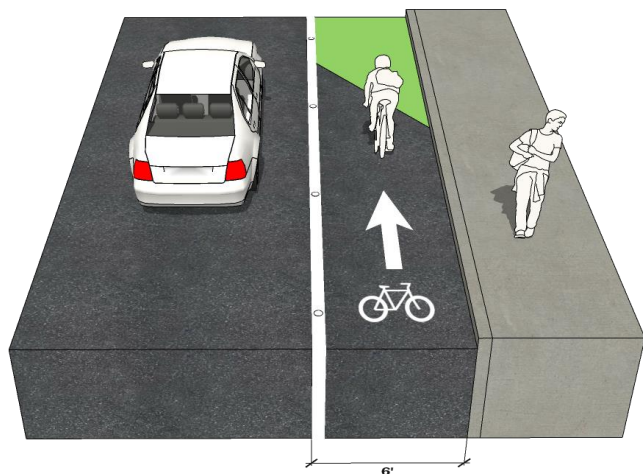
Note:

- Buffers must comply with the Master Transportation Plan or minimum standard which ever is larger

Trail Typologies

Buffered Bike Lanes

- Width of 5-7 feet
- Bicycle stencils
- 3-foot min. stripped buffer with physical separators



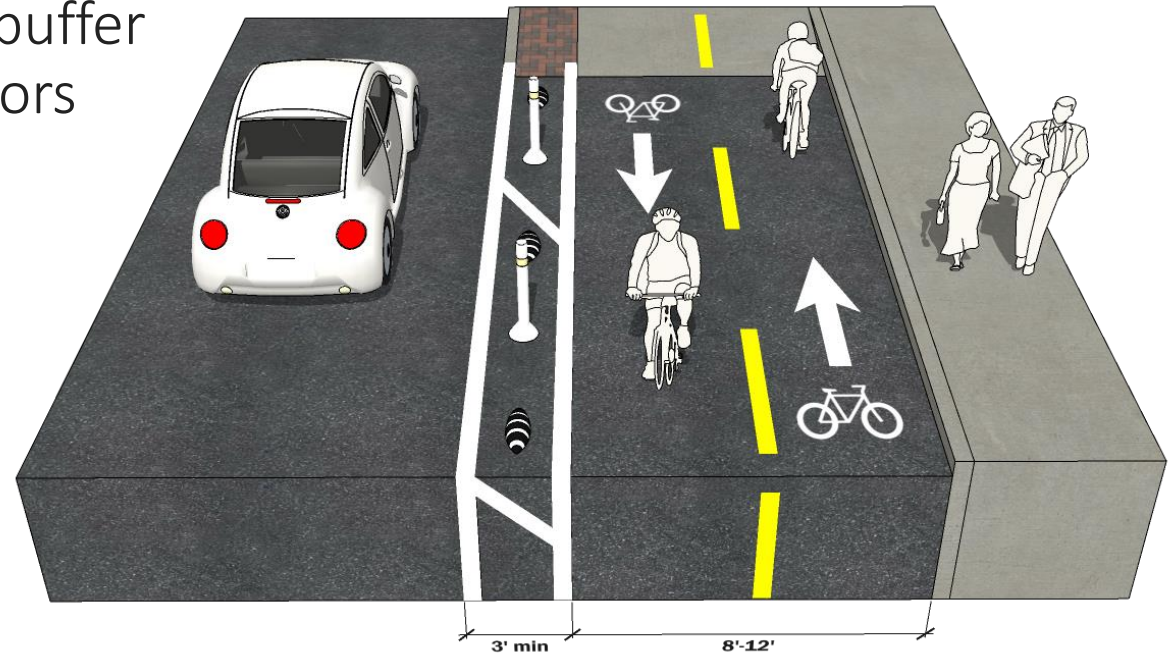
Note:

- Buffers must comply with the Master Transportation Plan or minimum standard which ever is larger

Trail Typologies

Two-Way Cycle Track

- 8-12 feet in width
- Bicycle stencils
- 3-foot min. stripped buffer with physical separators



Note:

- Buffers must comply with the Master Transportation Plan or minimum standard which ever is larger

Future Trail Network

Legend

PROPOSED ADDISON TRAILS

- Wide Sidewalk w/ Buffer
- Shared-Use Path Along Street
- Local Shared-Use Trail
- Regional Shared-Use Trail
- Bike Boulevard
- Buffered Bike Lane
- Buffered 2-way Cycle Track
- Trail from Prior Phase(s)

SUPPORTING SYSTEMS

- Existing Addison Trail
- Major Destination
- Potential Trailhead
- Primary Crossing Improvement
- Partnership Connection
- Existing Adjacent Jurisdiction Trail
- Proposed Adjacent Jurisdiction Trail

BASE MAP

- Town of Addison Boundary
- Parks/Open Space
- Water Body
- River/Stream
- Creek Channel
- Rail

Legend

PROPOSED ADDISON TRAILS

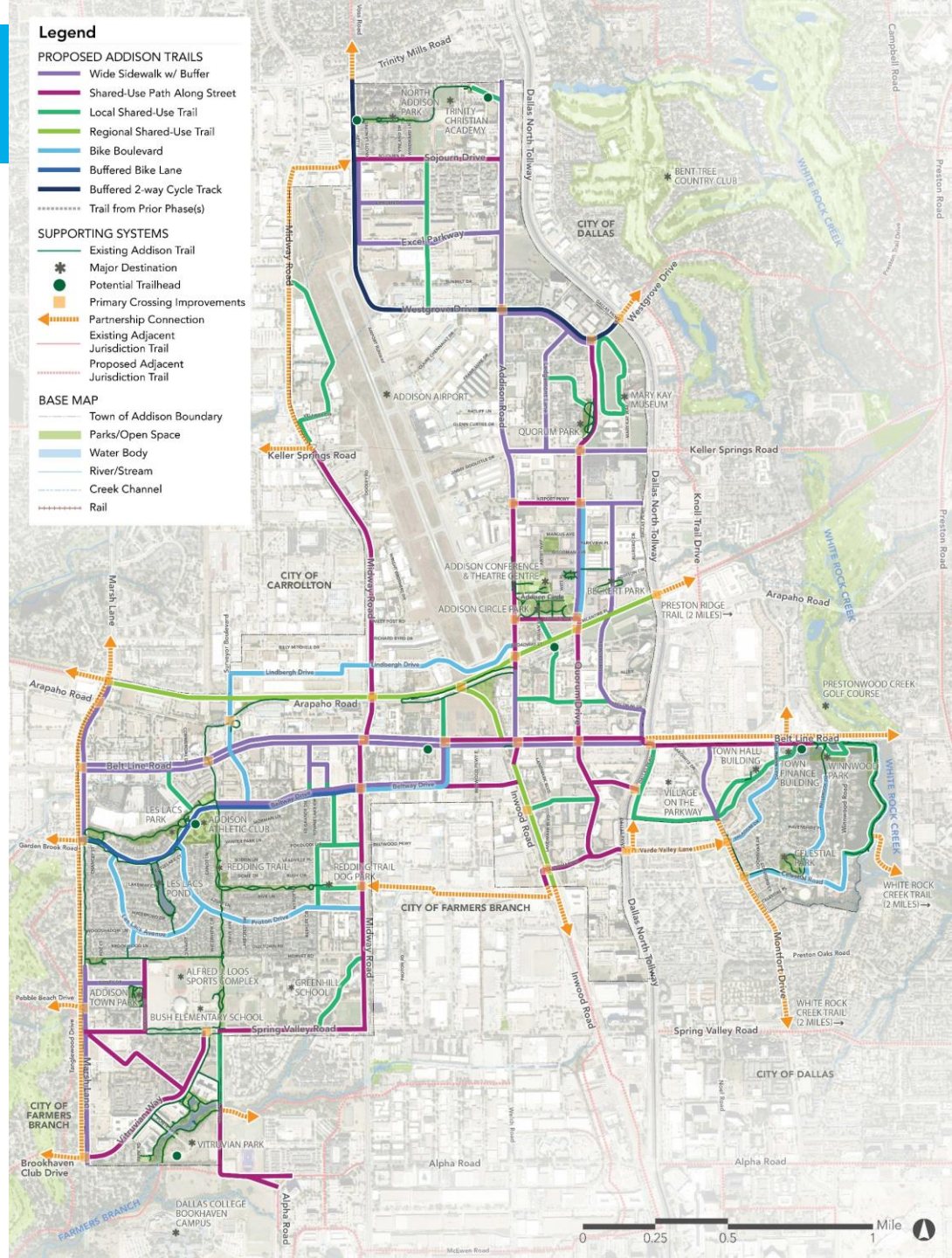
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- Regional Shared-Use Trail
- Bike Boulevard
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- Trail from Prior Phase(s)

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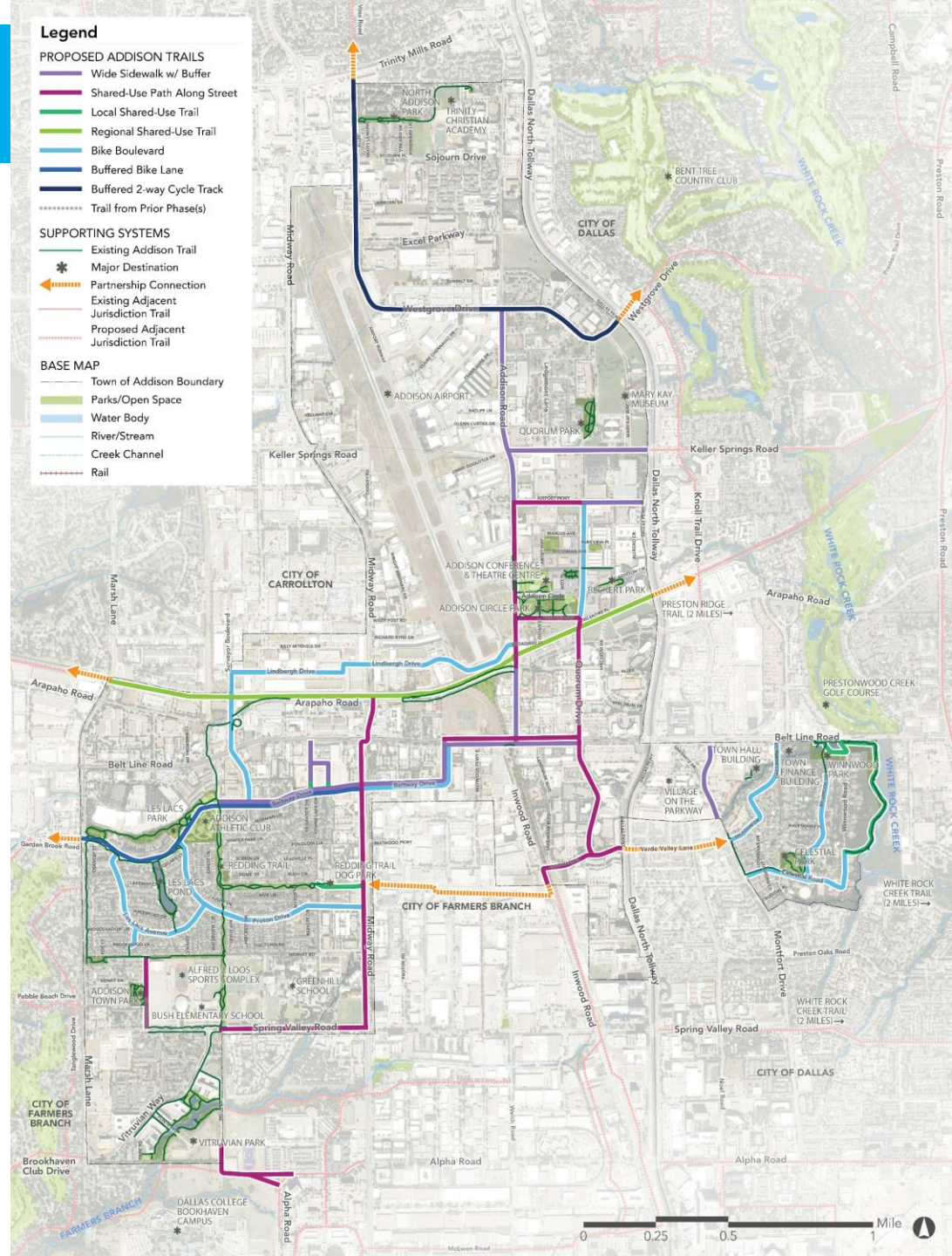
Phase 1

- 0-5 Years
- \$17,500,000* (approx.)
- 35.2% of total cost
- 85% overlap with MTP

Phase	Total Cost	Percent of Total Cost
Phase 1 Funded**	\$5,169,890	10.5%
Phase 1 Planned	\$12,075,989	24.6%

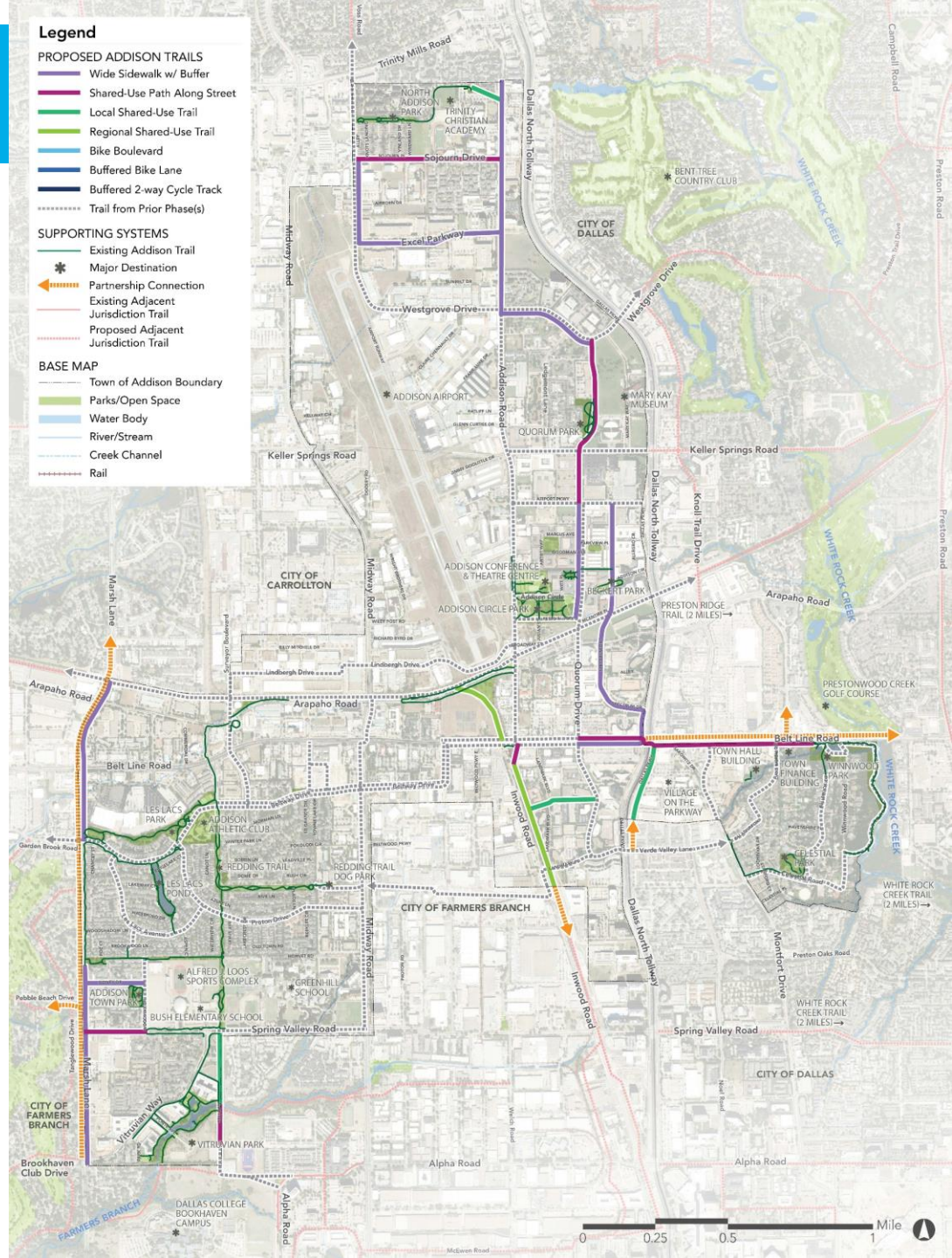
* Construction Costs Based on 2021 costs pricing.

** Includes Midway Road Trail, Funded Portion of the Cotton Belt Trail and Bond Funded Trails.



Phase 2

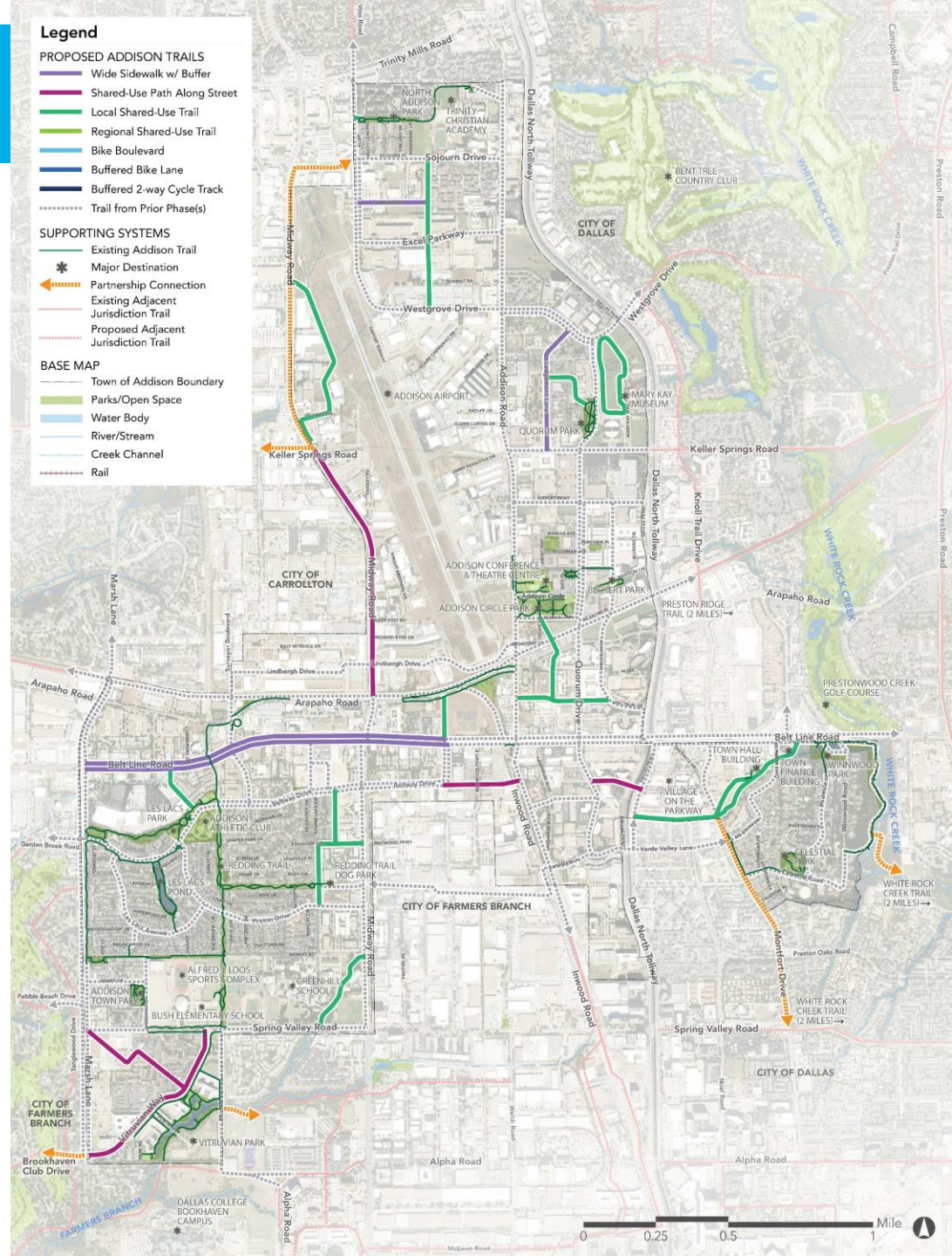
- 6-10 Years
- \$12,700,000* (approx.)
- 25.9% of total cost
- 66% overlap with MTP



* Construction Costs Based on 2021 costs pricing.

Phase 3

- 11+ Years
- \$19,100,000* (approx.)
- 38.9% of total cost
- 43% overlap with MTP



* Construction Costs Based on 2021 costs pricing.

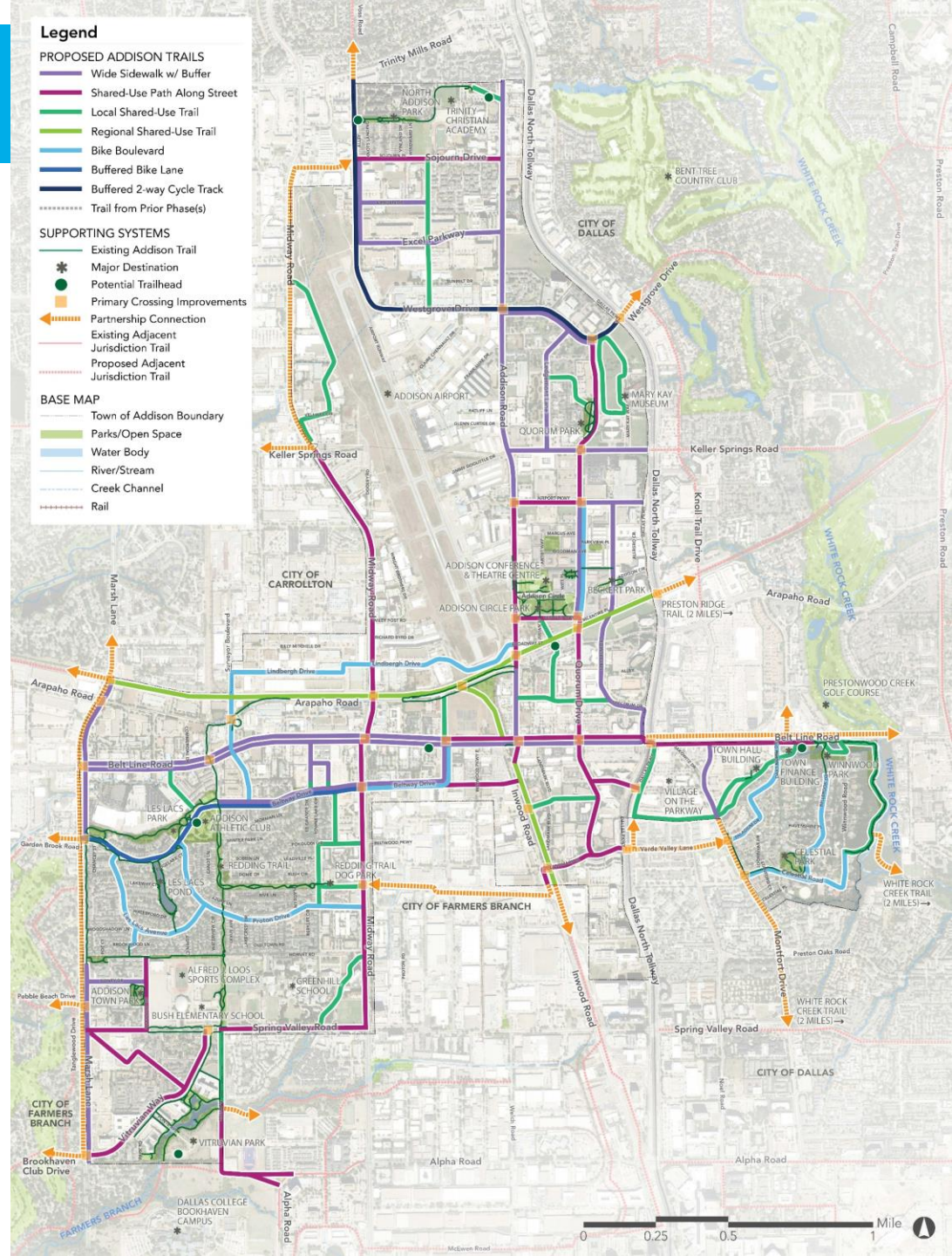
** Includes Midway Road Trail, Funded Portion of the Cotton Belt Trail and Bond Funded Trails.

Future Trail Network

- \$49,300,000 (approx.)
- \$1.6 Million per year of new public costs

Notes:

- Cost does not include partnership connections
- Anticipate 30% project overlap with MTP projects (cost share)
- 5% of the cost covered by private developers
- New public costs = \$31.9 Million
- Costs are for construction only and do not include maintenance



Discussion

Addison City-Wide Trails Master Plan



Council Work Session - 2/23/2021



CITY-WIDE TRAILS MASTERPLAN

DRAFT PLAN | FEBRUARY 2021





**CITY-WIDE TRAILS
MASTERPLAN**

DRAFT PLAN | FEBRUARY 2021



in association with:



Acknowledgments

We appreciate the guidance provided by City Council, our Project Advisory Committee and the Project Management Team, plus the input of stakeholders, Town staff and community members who provided their time and shared ideas that are incorporated into this Master Plan. Together, we have established the foundation to implement Addison's city-wide trail system.

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 Lori Ward, Mayor Pro Tempore
 Guillermo Quintanilla, Deputy Mayor Pro Tempore
 Ivan Hughes, Council Member
 Paul Walden, Council Member
 Tom Braun, Council Member
 Marlin Willesen, Council Member

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Introduction

The first chapter of the City-Wide Trails Master Plan provides a call to action and summarizes the need for a more comprehensive and deliberate approach to developing trails in Addison. The chapter also includes overviews of the planning process and Plan organization.



Purpose of the Plan

The City-Wide Trails Master Plan is a critical effort in continuing to maintain and enhance the quality of life for residents, visitors and employees in Addison. Many residents enjoy trails and other pedestrian and bicycle facilities today, but many areas of Addison lack trail access and some lack any safe and comfortable connections for people who want to walk or bike.

The lack of walking and biking amenities is especially pronounced when trying get from one part of Addison to another or from Addison to the trail networks that are growing in neighboring communities.

The purpose of the City-Wide Trails Master Plan for Addison is to identify safe and comfortable pedestrian

and bicycle facilities that connect residents, visitors and employees to local and regional recreation, amenities and destinations. The Master Plan articulates a long-term vision for a fully built out trail network throughout Addison that is a critical piece of the larger regional trail network, but also delineates short-term and medium-term priorities to:

- Establish the core armature for the larger vision;
- Fill critical gaps and overcome challenging barriers;
- Introduce new and creative solutions, and perhaps most importantly;
- Connect Addison residents to each other and to the places they love.



Plan Development Process

This Master Plan involved technical analyses and extensive community engagement over a 1-year process. Advisory groups comprised of town staff, stakeholders and community leaders provided guidance and input throughout the process. The approach also involved a variety of outreach activities and encouraged participation from residents in numerous ways during the COVID-19 pandemic. In total, about 1,100 residents and workers weighed in through online surveys, phone interviews, intercept events, advisory group meetings, and email exchanges. This community input and advisory group guidance was gained throughout the plan development during four phases (Figure 1-1).

ENGAGEMENT AND OUTREACH IN A PANDEMIC:

This planning process occurred during the COVID-19 pandemic. As such, the engagement and outreach process required extra attention and thought. Most meetings and workshops were conducted virtually, and when in person, social distancing and mask wearing was required. However, meaningful input was gained through creative interventions throughout all plan phases. The process involved three advisory groups and offered four different community input opportunities. See Chapter 3 and Appendix B for summaries and detailed reports.

Figure 1-1: Planning Process (graphic forthcoming)

Phase 1: Preparation: March – May 2020

Initiate the project by collecting data, preparing a trails inventory and maps, meeting with advisory groups, and soliciting feedback through an online questionnaire.

Phase 2: Identification: June – August 2020

Identify the Master Plan's goals and strategies by hosting a community visioning workshop, assessing the existing trail system, developing trail typologies and criteria, and meeting with the advisory groups including the Project Advisory Committee (PAC), City Council and the Addison Town Staff.

Phase 3: Confirmation: September – November 2020

Establish the trail recommendations by confirming citywide alignments and trail standards with all advisory groups, and survey residents and workers at intercept events and a with an online questionnaire.

Phase 4: Codification: December – February 2020

Develop an action plan that includes a phasing strategy and planning-level costs, meet with advisory groups for draft Master Plan input, and establish and adopt a final Master Plan.

The Future of Addison Trails

While certain areas of Addison celebrate high quality neighborhood trails, there are limited opportunities to use trails or other safe walking and biking facilities to get from one neighborhood to another or from residential areas to nearby recreational and commercial destinations. If Addison were planned and built out today, it would undoubtedly include a complete network of loop trails, cross town trails and regional trail connections. Trails are highly desirable because they separate walkers, bikers and joggers from traffic while anchoring linear greenways, connecting neighborhoods, and enhancing the community.

Trails have multiple benefits including recreation, transportation, and economic development. Surveys conducted during the development of the *Parks, Recreation and Open Space (PROS) Master Plan* showed that trails were one of the most heavily used and desired recreational amenities in Addison. Similarly, input received during the development of the *Master Transportation Plan (MTP)* adopted in

2016 indicated that residents prioritized active and healthy lifestyles, trail improvements, more sidewalks, and other walking and biking improvements, in addition to addressing traffic congestion, efficiency and safety. As a result, the *MTP* laid out a strategy for improving pedestrian and bicycle facilities as roadways are improved through a combination of wider and buffered sidewalks, bike lanes and generous sidepath trails. And a growing number of studies now show that trails benefit property owners and business owners by improving property values, increasing access for businesses and boosting overall sales.

Since the Town of Addison is largely built out, the Trails Master Plan builds on recommendations laid out in the *PROS Master Plan* and the *MTP*. Namely, seize the opportunity to improve and create traditional off-street trails where opportunities still exist or can be created and integrate creative trail solutions into public roadway and private development projects over time to create a safe, inviting and complete trail network for Addison residents, visitors and employees.



Plan Organization and Overview

The Master Plan is a guiding document that will provide direction over the next twenty years. The remainder of this document is organized as follows:

Chapter 2: Existing Conditions provides a summary of the existing trail system and assesses its opportunities and constraints.

Chapter 3: Community Vision and Goals highlights community priorities and needs that helped form the guiding principles, trail goals and community vision framework.

Chapter 4: Comprehensive Recommendations provides recommendations, standards and guidelines to enhance and develop new and existing trails.

Chapter 5: Priority Projects emphasizes key trails along major alignments and in neighborhoods, describes partnership opportunities, and presents an approach to implementation.

Appendix A: Trail Inventories summarizes and classifies existing data.

Appendix B: Community Engagement Summaries provides detailed results of the community outreach efforts.

Appendix C: Trail Criteria describes the planning and design criteria used to prioritize trail development.

Appendix D: Funding Strategies identifies funding solutions for future trail projects.

Appendix E: Master Transportation Plan Revisions presents a map detailing how the changes in this Master Plan affect the *Master Transportation Plan*.





2

Existing Conditions

Chapter 2 provides a summary of existing conditions in Addison, including an overview of the community and the existing trail system. The chapter concludes with a set of maps and discussions framing the opportunities and constraints that influenced the Vision and Recommendations throughout the rest of the Plan.





Addison Community

Addison, Texas, is the place “where it all comes together.” With over 15,000 residents, 180 restaurants, 23 hotels, and 12 million square feet of office space all in 4.4 square miles, Addison blends community livability with iconic parks and trails, new urbanist development and unique special events that draw people from throughout the Dallas Metroplex.

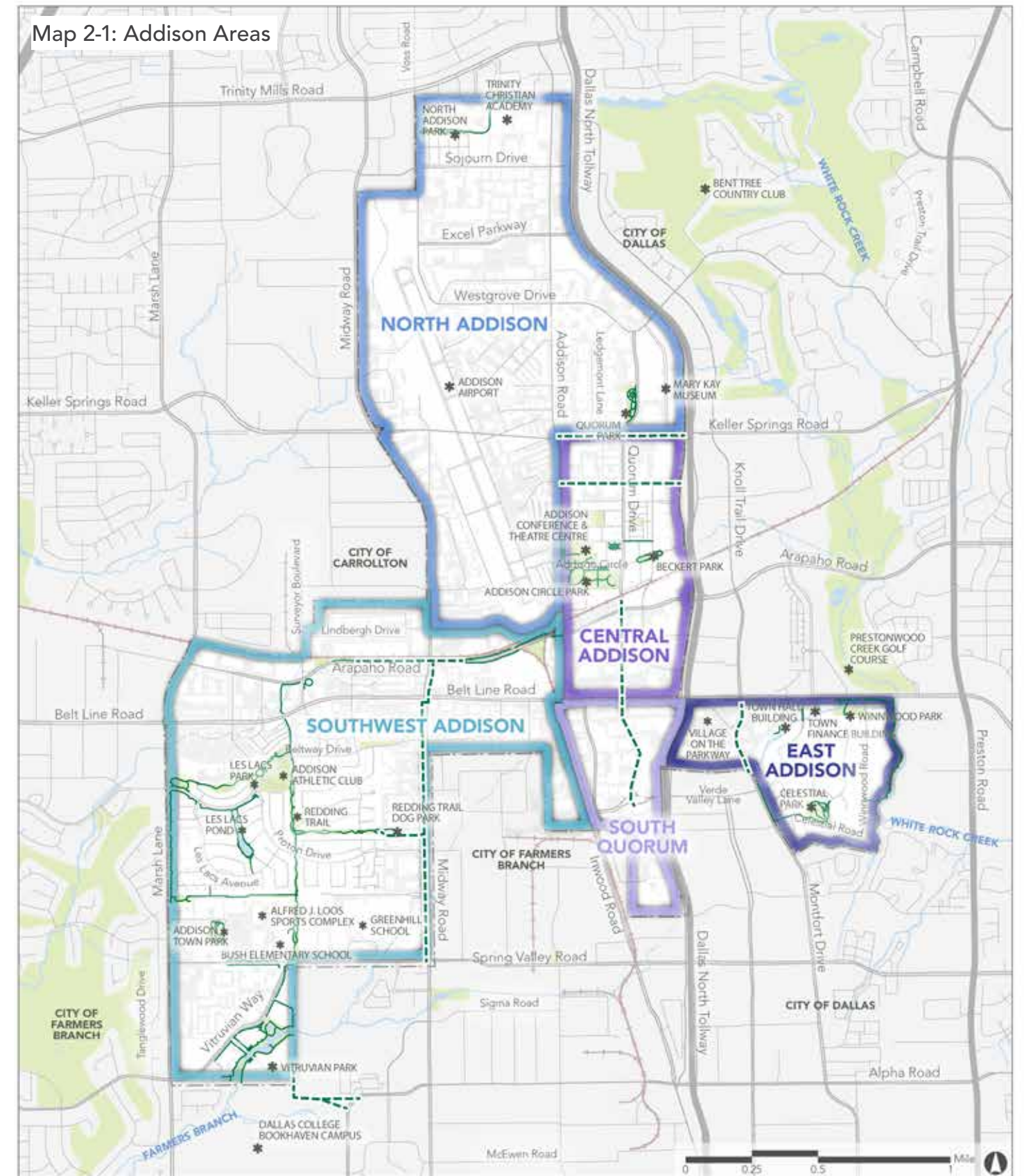
For this planning effort, Addison was evaluated using five areas, divided by neighborhoods, land uses and corridors (Map 2-1). Each area possesses different demographic and land use characteristics, yet each area deserves great trails. As such, this Master Plan defines these areas to assess trail opportunities and constraints and recommends enhanced trail connectivity in all areas.

ADDISON BY THE NUMBERS

- 15,626 residents live in Addison
- 50,513 people work in Addison
- 11,049 people work and live in Addison
- 80% of households are renter-occupied
- 17% of households have children
- 62% of residents are White
- 16% of residents are Black or African American
- 25% are of Hispanic origin
- 33% are young professionals (ages 25-34)
- 8% are older residents and retirees ages 65+

Sources: 2019 U.S. Census American Community Survey; NCTCOG 2018 Daytime Population Estimates

Map 2-1: Addison Areas



LEGEND		
--- Addison Boundary	— River/Stream	AREAS OF ADDISON
— Roadway	— Creek Channel	
— Pavement	— Rail	
— Parks/Open Space/Golf	— Existing Addison Trail	
— Water Body	— Planned Trail Project (5-year Capital Improvements Program)	
* Major Destination		North Addison
		Central Addison
		Southwest Addison
		South Quorum
		East Addison

Snapshot of the System

Addison’s existing trail system is primarily off-street and is located in parks or greenbelts. Greenbelt trails offer extensive mobility by linking to other greenbelts, parks and enhanced sidewalks. These trails are found running parallel to corridors such as power lines, rail lines, and creeks. The longest continuous trail stretch is the Redding Trail in Southwest Addison, which runs 3 miles and connects to other trails, establishing a neighborhood loop system. In contrast to greenbelt trails, most park trails are contained within the park, but in most cases connect to a sidewalk system. Furthermore, some parks such as Addison Circle Park and Vitruvian Park boast around 1 mile of off-street trails that residents use for exercise and leisure.

Addison currently has two miles of enhanced pedestrian paths within street rights-of-way. These paths are essentially wide sidewalks. These trail

segments are found as piecemeal improvements throughout the Town, apart from the contiguous Vitruvian streetscape. While currently only comprising two total miles of trails in town, this “along-the-street” trail typology is planned to grow, connecting missing sidewalk links and various neighborhoods throughout the Town. See a summary of the existing trail inventory in Table 2-1 and the complete inventory in Appendix A.

Existing trail miles per area of Addison are summarized below. (Map 2-1 references these Addison Areas)

- North Addison – 1.35 miles
- Central Addison – 1.87 miles
- Southwest Addison – 8.29 miles
- South Quorum – 0.03 miles
- East Addison – 1.62 miles

Note: Only 1% of all Addison trails are soft surface trails

Table 2-1: Existing Trail Inventory Summary

Categories	Miles	Function	Addison Area	Examples
Off-Street Trail Alignments				
Greenbelts Trails	5.2	Multi-purpose	Southwest, East	Arapaho Park Trails, Redding Trail, White Rock Creek Trail
Park Trails	5.8	Multi-purpose and Walking Paths	North, Central, Southwest, South Quorum, East	Addison Circle Park Walking Paths, George H.W. Bush Elementary Trails, North Addison Park Walking Paths
Public Space Trails	0.2	Walking Paths	Central, Southwest, East	City Hall Walking Paths, Surveyor Water Tower
<i>Subtotal</i>	<i>11.2</i>			
Trail Alignments in Rights-of-Way				
Enhanced Pedestrian Path	2.0	Multi-purpose and Walking Paths	North, Central, Southwest, East	Oaks North Drive, Spring Valley Road, Vitruvian Streetscape
<i>Subtotal</i>	<i>2.0</i>			
Grand Total	13.2			

FUNDED AND PLANNED TRAILS

While the purpose of this plan is to identify and prioritize Addison’s trail system, the network is already developing. As a part of the FY 2020-21 five-year Capital Improvements Program, six bond (plus 3 other projects) will add 4.5 miles of greenbelt trails, enhanced pedestrian paths, and shared-use paths along the street. These projects are included in this plan and additional recommendations have been made to improve connectivity in these areas (see Chapters 4 and 5). The following list summarizes the projects and Map 2-1 locates them.

1. Midway Road Reconstruction – As a part of the road construction a shared-use trail with vegetative buffers will extend from Spring Valley Road to Cotton Belt Railway. This project also includes completing a missing trail link adjacent to the Cotton Belt Railway and below Arapaho Road.
2. Keller Springs Reconstruction – Sidewalks with landscaping from Addison Road to the Dallas North Tollway.
3. Airport Parkway Reconstruction – Sidewalks with landscaping from Addison Road to the Dallas North Tollway.

4. Trail Rehab and Expansion of Redding Trail – Improve the existing trail’s drainage and ADA accessibility, and extend the trail from Redding Dog Park to Midway Road. Additionally, this project includes updating other greenbelt trails with wayfinding signage and safety improvements, plus installing fitness equipment near Les Lacs Park.
5. Quorum Drive Reconstruction – Sidewalks with landscaping buffers from the Cotton Belt Railway to the North Dallas Tollway.
6. Montfort Drive Reconstruction – Sidewalks with landscaping buffers from Belt Line Road to Addison city limits.
 - PARTNERSHIP TRAIL: Bella Lane Construction to Alpha Road – A trail connecting the Vitruvian Park area to the Farmers Branch trail system with a shared-use trail.
 - PARTNERSHIP TRAIL: Silver Line Project – Future DART passenger rail service running on the Cotton Belt Regional Rail Corridor will include the construction of a shared-use regional trail that connects through Addison.
 - OTHER TRAIL: Addison Groves Streetscape – Wide sidewalks and local access points will provide residents access to two pocket parks and retail on Belt Line Road.



Opportunities and Constraints

The existing trail network and collection of pedestrian and bicycle amenities throughout Addison provide opportunities and constraints that help to frame and inform the recommendations included in the remainder of the City-Wide Trails Master Plan. The most prominent opportunities and constraints are organized into several categories and summarized below.

QUALITY OF LIFE

One of the primary benefits of investing in Addison's trail network is to enhance the quality of life for residents. For easier reference throughout this document, five general areas have been defined to make it easier to describe loops, crosstown connections and regional linkages. Four of the five areas include housing and a residential population, although each has a unique mix of housing options and resident populations.

North Addison: Approximately half of the area delineated as North Addison comprises the Addison Airport. The other half of North Addison is a mix of employment uses, institutional uses, and attached single-family and multifamily residential development.



Trails in North Addison are currently limited to North Addison Park and the campus of Trinity Christian Academy.

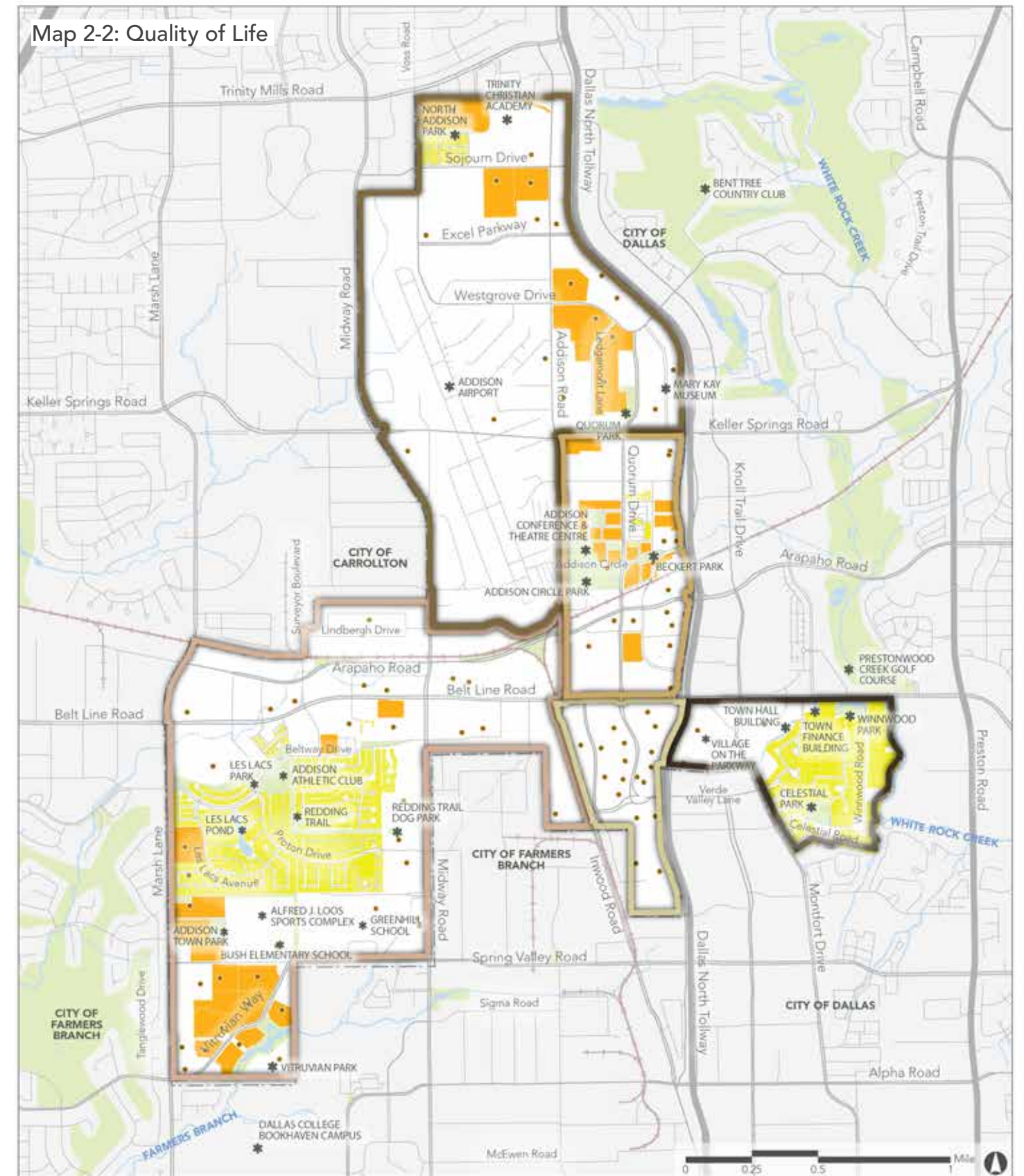
Central Addison: Central Addison is anchored by Addison Circle Park and a relatively large concentration of rental and for ownership multifamily housing. The DART Silver Line rail is planned to stop in Central Addison and a regional trail is being designed as part of the rail corridor improvements.

Southwest Addison: Southwest Addison includes the vast majority of existing trail connections in Addison. The northern portion of the area is largely defined by commercial development along and near Belt Line Road. Addison's largest collection of single-family homes is situated around Les Lacs Pond, the Addison Athletic Club and the Redding Trail. And another large concentration of multifamily housing is situated along Marsh Lane and adjacent to Vitruvian Park.

East Addison: The area delineated as East Addison is east of the Dallas North Tollway and south of Belt Line Road. In addition to a handful of Town facilities and commercial development in the west portion of this area, the majority of East Addison is occupied by White Rock Creek, Winnwood Park, Celestial Park, and larger single-family homes. Trails exist in East Addison in the two parks and along White Rock Creek.

Throughout the planning process, residents described walking and biking within the area that they live, but having few, if any options to connect to other areas of Addison or neighboring communities. The trail network is seen as an opportunity to significantly improve recreation and transportation options for all Addison residents.

Map 2-2: Quality of Life



RECREATION AND NATURE

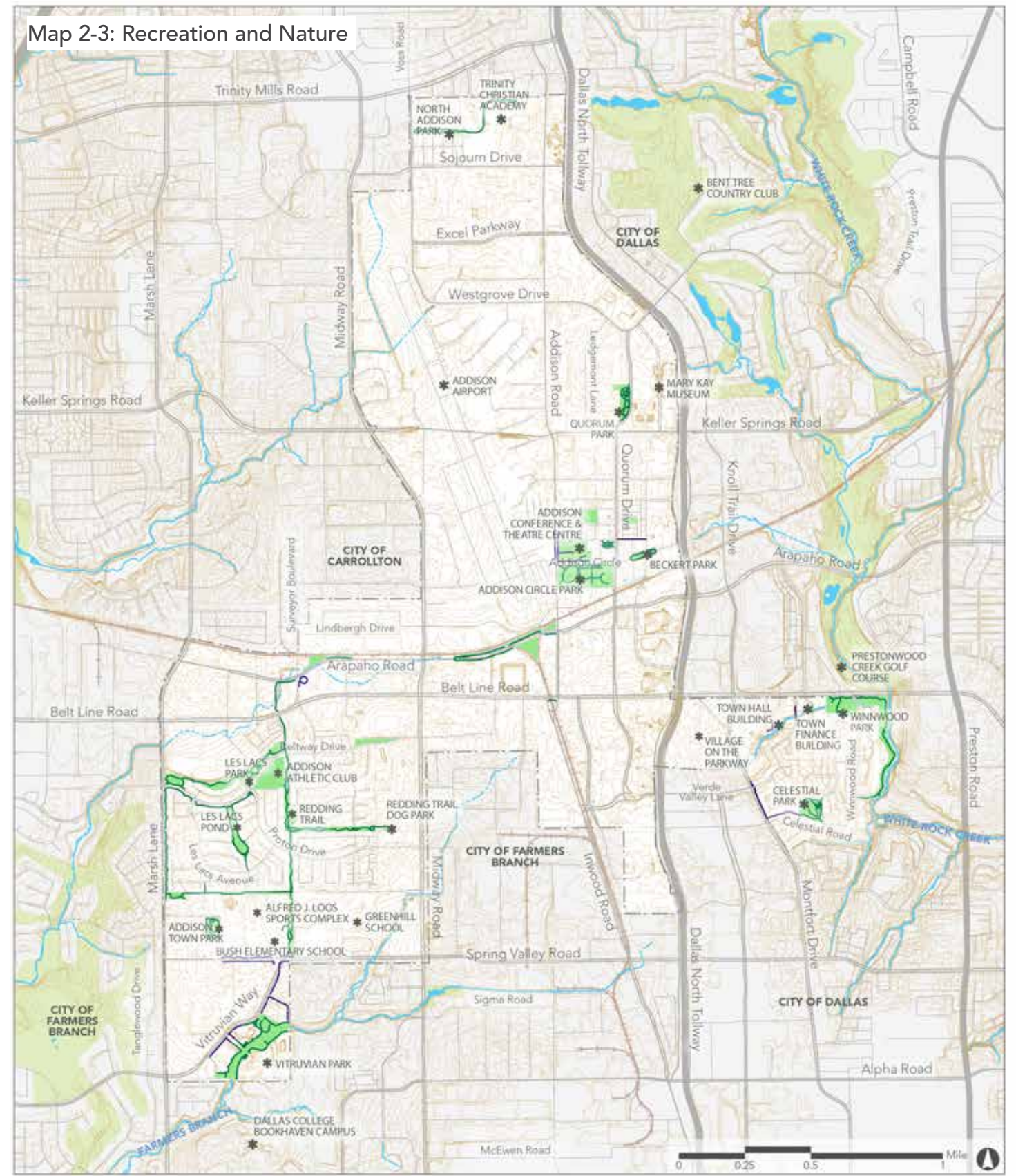
As introduced above, the existing and potential trail network provide a number of recreational opportunities for residents. In addition, the envisioned trail network could also create an even more inviting and desirable experience for visitors, employers and employees by better connecting people to the natural areas and urban respite.

Natural Areas and Open Space: The majority of trails that exist in Addison today are situated adjacent to waterways and water bodies or with Town parks and greenways. New off-street trails in natural areas will be relatively limited. The Parks, Recreation and Open Space Master Plan does recommend several pathway and trail improvements within existing parks.

Health and Wellness: Walking, jogging and biking for exercise and transportation provide tremendous health benefits. Research shows that trail loops, trail variety, and trail amenities all contribute to greater trail usage (more frequent and longer trips). A trail network

that provides a series of interconnected and nested loops provides a host of options for frequent users and can have measurable benefits for community health and wellness.

Topography and Drainage: As previously noted, very few opportunities remain to create new trail experience within natural areas of Addison. Natural drainage ways can provide such opportunities, but very few exist in Addison that have not already been incorporated into parks and greenways. There is a short section running through the Greenhill School Campus in Southwest Addison, but the majority of that drainage way lies in Farmers Branch and is not included in their Trails Master Plan. The other opportunity runs from Marsh Road and behind the Town Hall and Town Finance Buildings leading to Winnwood Park in East Addison. Steep grades and property constraints will make this connection challenging but could create a new natural trail connection in Addison.



EMPLOYEES, EMPLOYERS AND ECONOMIC DEVELOPMENT

Addison is somewhat unique in that its daytime population far exceeds its overnight resident population, especially when you account for short-term temporary stays in hotels and other types of lodging. Thus, it is important to consider the opportunities and constraints related to employees and visitors to Addison.

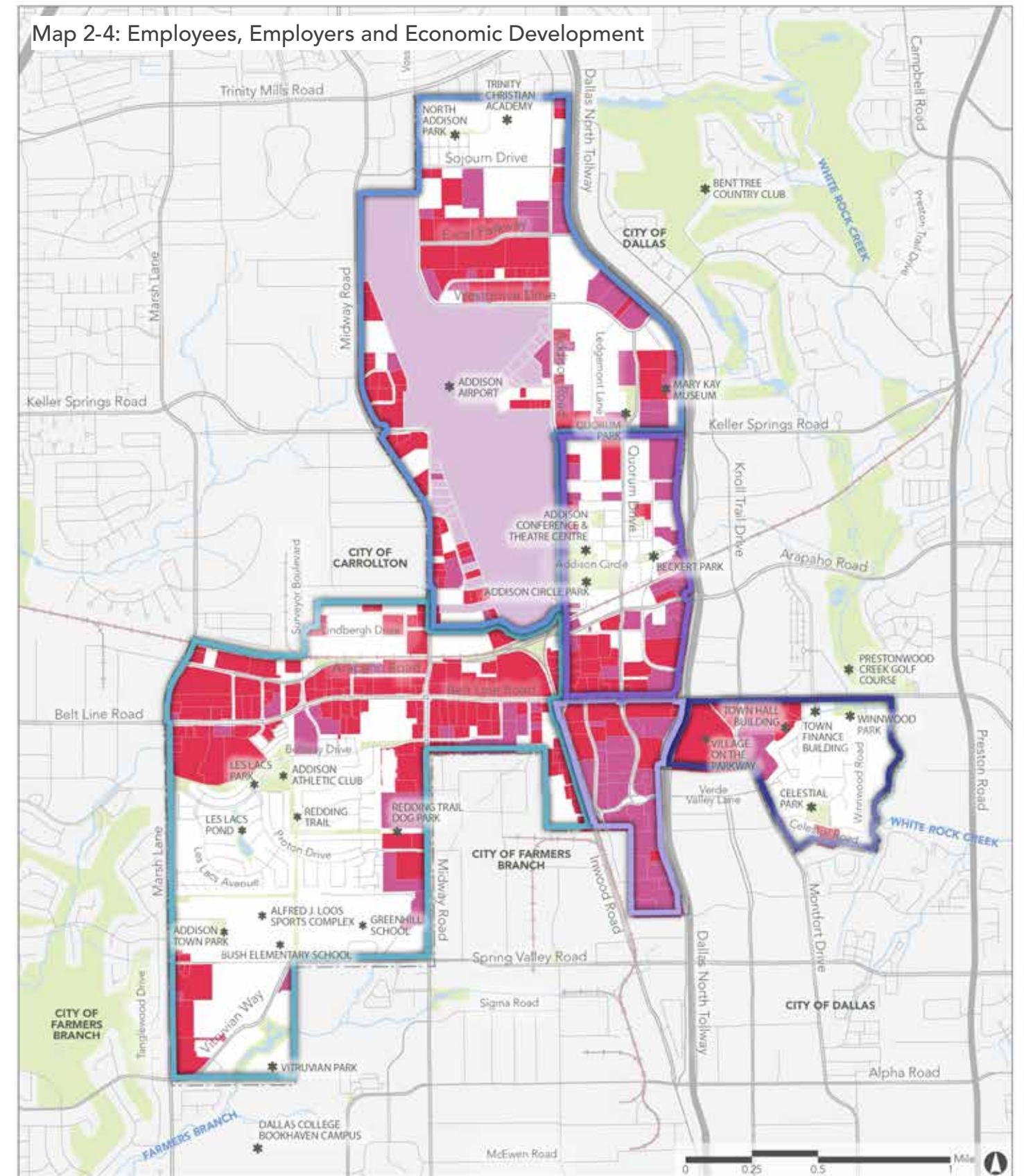
Employment Lands: As was previously discussed, the Addison Airport occupies a large portion of North Addison. An examination of other employment land shows large concentrations north and west of the airport, south along Marsh Road as well, along Belt Line Road, and in South Quorum. Many of these employment areas will be important to the envisioned trail network in Addison. They provide critical linkages between residential neighborhoods, include many of the destinations that residents want to visit when walking and biking, and—with the exceptions of Belt Line Road and Marsh Road—tend to be quieter and lower traffic on nights and weekends when residents will likely use trails most.

Amenitization for Employers and Employees: Another benefit of planning and constructing trail connections through employment areas is that it provides access to existing and potential employers and employees. COVID-19 and the pandemic have weakened the commercial real estate market. Trails and the access they can provide to existing dining and entertainment destinations can help Addison business and property owners better compete in what will undoubtedly be an even more competitive commercial real estate market over the next several years and beyond.

Economic Development: It was noted earlier, but trails can contribute to economic development and the financial success of existing businesses by providing additional ways to access businesses; amenities for visitors and employees; and a more attractive community overall to attract spending from outside Addison. Finally, studies show that people walking and biking to businesses tend to make more frequent visits. While spending on each individual trip may be less than someone arriving by car, the increased number of transactions tends to result in more spending by customers walking and biking.



Map 2-4: Employees, Employers and Economic Development



LEGEND		COMMERCIAL LAND USE		AREAS OF ADDISON	
--- Addison Boundary	— River/Stream	Commercial/Retail Parcel	North Addison		
— Roadway	— Creek Channel	Office Parcel	Central Addison		
— Parks/Open Space/Golf	— Rail	Airport Transportation Parcel	Southwest Addison		
— Water Body	* Major Destination		South Quorum		
			East Addison		

CORRIDORS

Several of Addison's existing trails are located along utility easements and natural drainage ways. One of the most significant regional trail connections planned for Addison is planned as part of DART's Silver Line Rail project. Thus, corridors of all types should be examined for their ability to accommodate improved or new trail connections.

Rail Corridors: In addition to the Cotton Belt Trail being planned and designed along the future Silver Line Rail connection, the existing freight rail network extends south from Central Addison along Inwood Road and into Farmers Branch. Farmers Branch has plans to add trail connections along the rail line within their boundaries and to connect to their local and regional trail network.

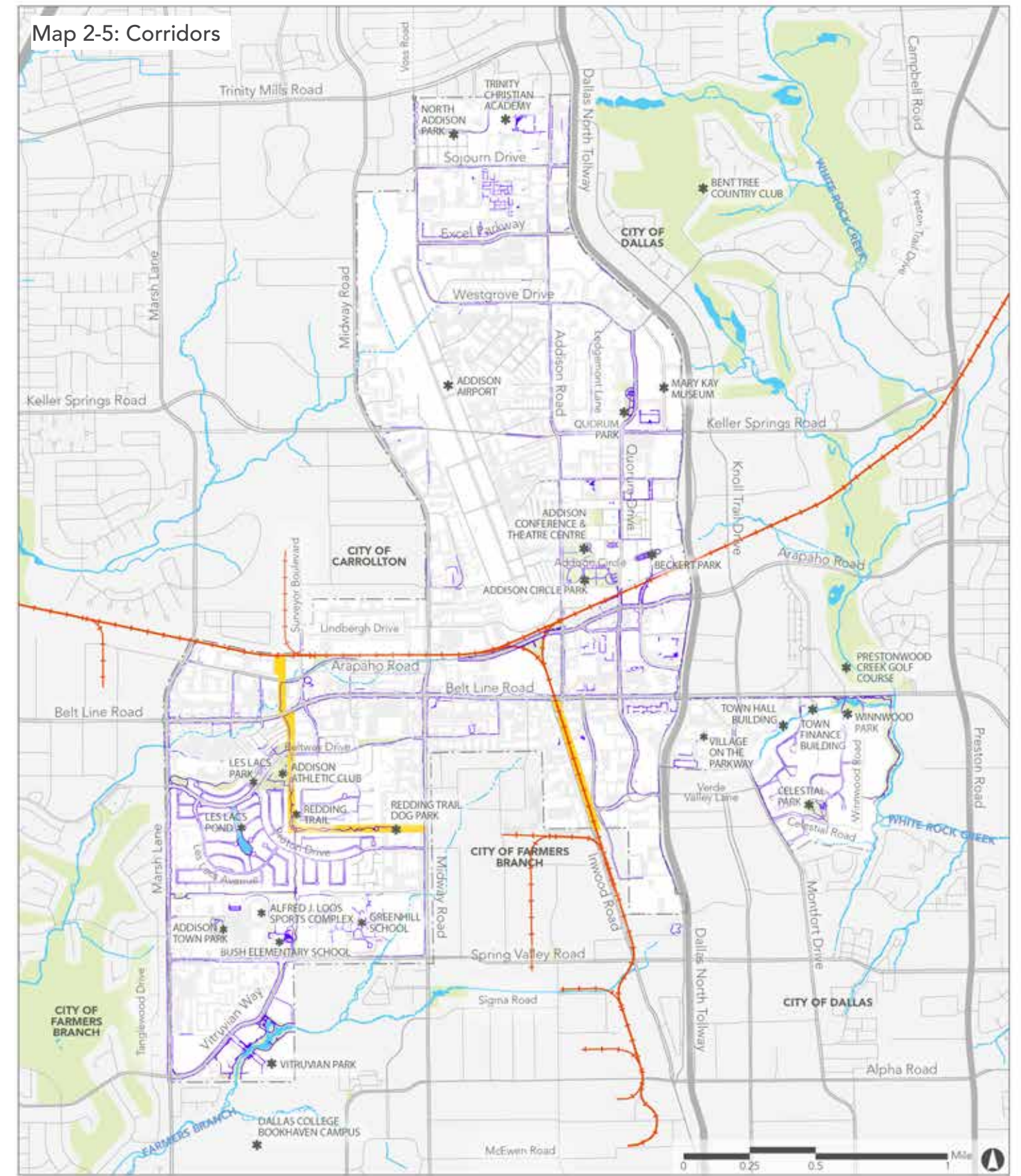
Utility Corridors: Addison's popular Redding Trail exists within a utility easement through a partnership with Oncor. This example of partnering with a utility company shines a light on other opportunities within Southwest Addison and in partnership with Farmers Branch connecting Southwest Addison to South Quorum.

Roadways: The *Master Transportation Plan (MTP)* included wide and buffered sidewalks, bike lanes, as well as wide sidepaths along many of the arterials and collector roads in Addison. In most cases, these pedestrian and bicycle facilities can be accommodated within the existing right-of-way (ROW), but certain roads or segments of roadway will require ROW acquisition and/or cooperation with adjacent property owners. The Trails Master Plan has examined each of the recommended routes in the *MTP* in greater detail, adjusted some to better respond to opportunities on the ground, and in a few instances, added additional recommendations to leverage new opportunities.

Creeks: As was mentioned above in the section discussing Recreation and Nature, new creek trail connections are very limited in Addison. In addition to the potential connection running behind the Town Hall and Town Finance Buildings, a regional connection to the Dallas White Rock Creek Trail should be explored through partnership opportunities.



Map 2-5: Corridors



LEGEND		EXISTING NETWORK	CORRIDORS
--- Addison Boundary	— Roadway	— Paved Sidewalks and Trails*	— Utility or Transportation Easement
— Pavement	— Highway	— Major Road	— River/Stream
— Parks/Open Space/Golf	— Local Road	— Local Road	— Creek Channel
— Water Body	★ Major Destination		— Rail

*Includes all public and some private paved sidewalks and trails

ACTIVE TRANSPORTATION

The *Master Transportation Plan* provides a strong foundation for the current effort. Its inclusion of Off-Street Trails, Enhanced Pedestrian Paths, and other Active Transportation Corridors as part of an Active Transportation Network provided a great starting point for the Trails Master Plan. In addition, the City of Farmers Branch and the City of Dallas have plans for more complete streets and other active transportation connections.

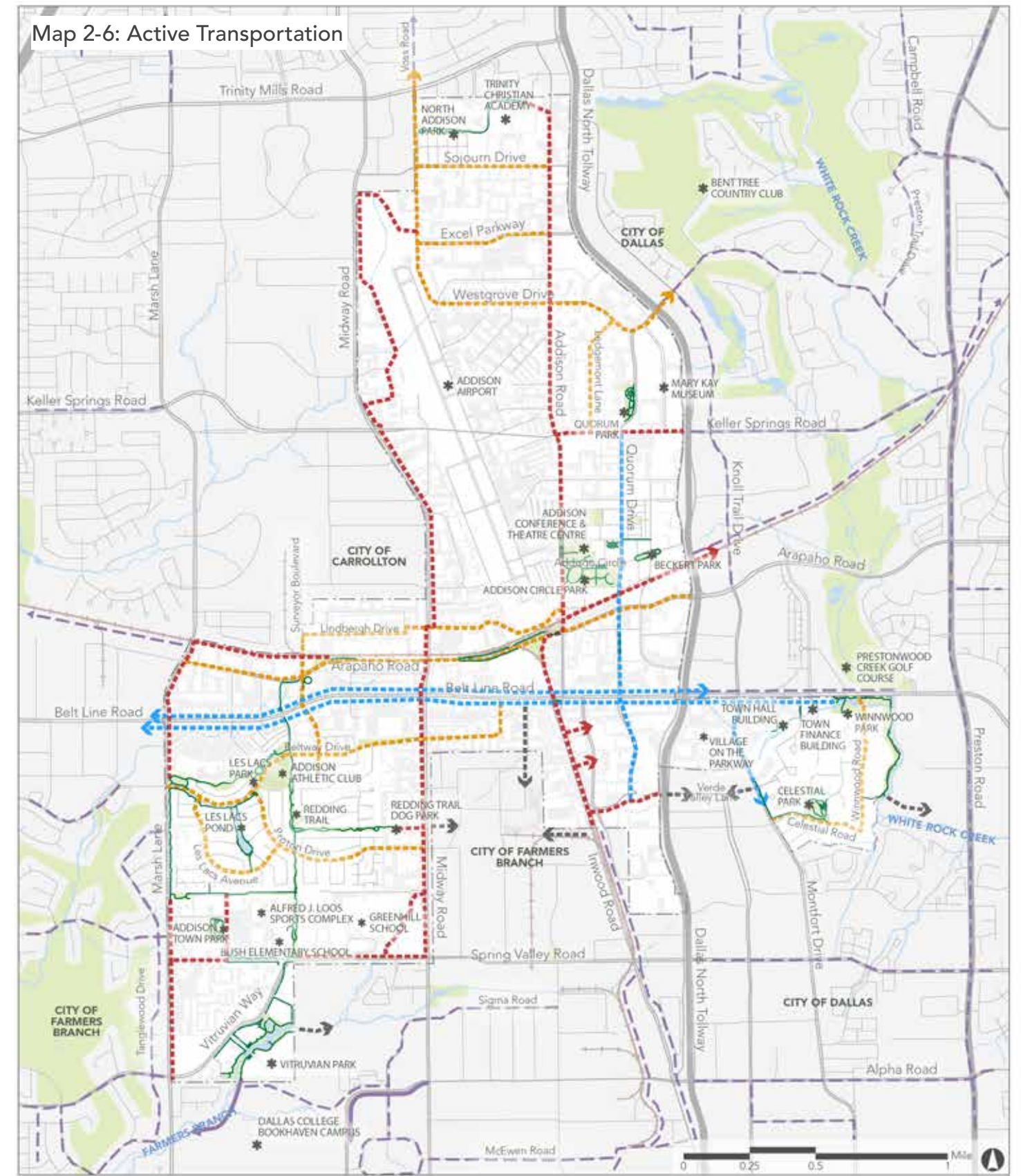
A Variety of Users: Wide sidewalks and bike lanes can provide safety for pedestrians and bicyclists commuting to work or accessing businesses along busy corridors. And these active transportation connections can help fill critical gaps in a more comprehensive trail network. With that said, it is important to remember that the trail network in Addison should accommodate all different skill levels, comfort levels and ages. Supplementing the active transportation network along busier roadways with off-street trails and connections along low traffic streets will provide a more inclusive and enjoyable trail network.

Short-Term and Long-Term Connections: It should be noted that some of the recommended trail connections included in this plan may require 10 to 20 years to realize. Factors include the need for property acquisition and/or coordination, the timing of redevelopment, partnerships, and cost. Pedestrian and bicycle facilities in the street ROW can provide opportunities to create connections in the shorter term while a more ideal trail solution is planned, designed and implemented.

Redundancy: There are many instances where redundancy is desired in a trail network. Parallel facilities that generally connect the same origins and destinations can provide separation of fast-moving cyclists from slower cyclists, walkers and joggers. Similarly, an off-street trail alternative to an on-street facility or a pathway in the street ROW can create separation of recreational users and commuters and those using the trail network for active transportation.



Map 2-6: Active Transportation



LEGEND

<ul style="list-style-type: none"> --- Addison Boundary — Roadway — Pavement — Parks/Open Space/Golf — Water Body — River/Stream — Creek Channel — Rail * Major Destination 	<p>EXISTING NETWORK</p> <ul style="list-style-type: none"> — Highway — Major Road — Local Road — Addison Trail <p>ADJACENT TRAIL CONNECTIONS</p> <ul style="list-style-type: none"> — Existing Trail --- Proposed Trail 	<p>PROPOSED ACTIVE TRANSPORTATION*</p> <ul style="list-style-type: none"> --- Off-Street Trail --- Enhanced Pedestrian Path --- Active Transportation Corridor --- Preferred Future Connectivity <p>*Proposed Active Transportation Connectivity recommended in the 2016 Master Transportation Plan</p>
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REGIONAL CONNECTIVITY

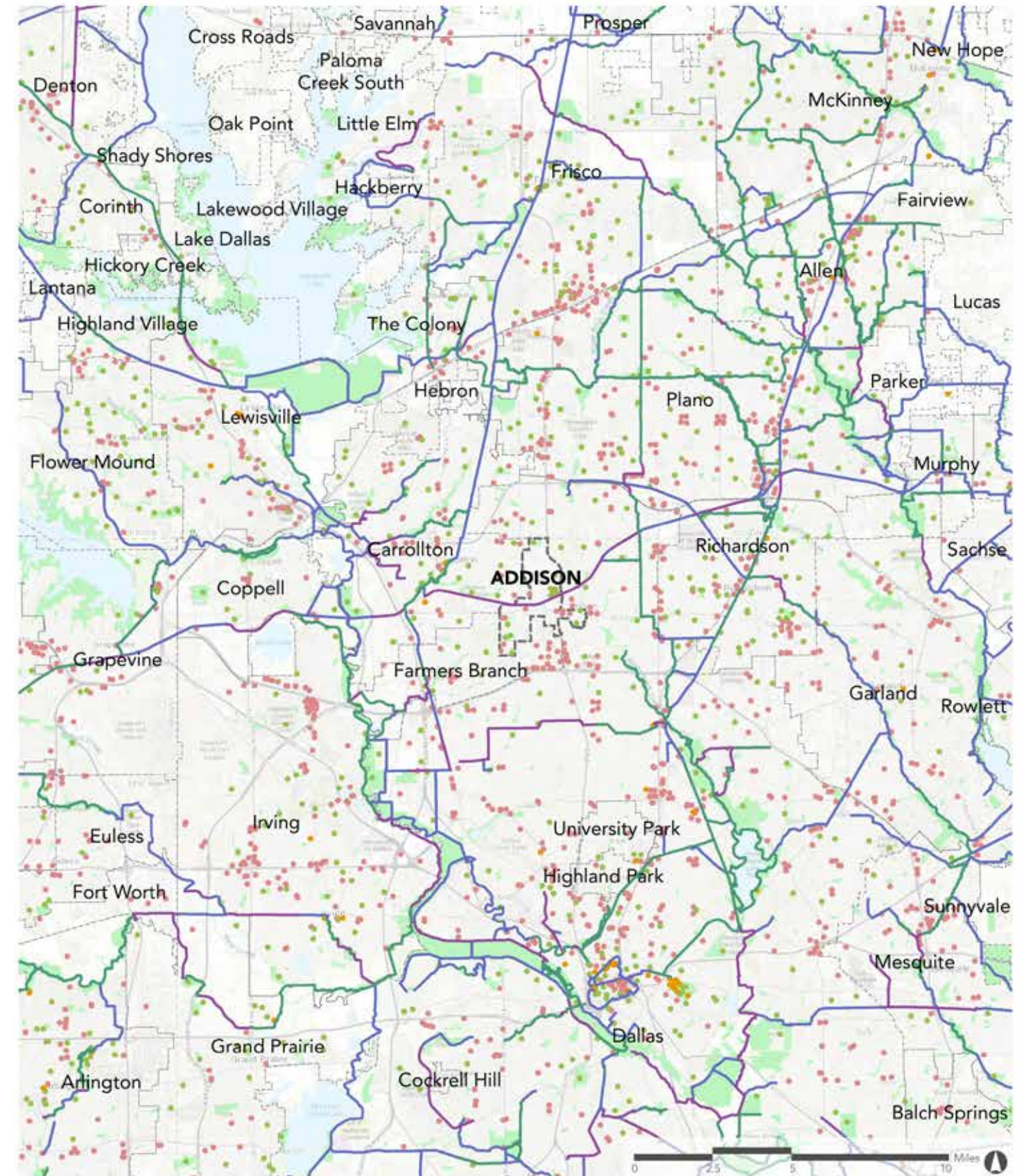
The development of this plan and the implementation of the trail network it recommends will have an even more significant impact for Addison when regional connectivity is considered. A more complete and connected network of trails in Addison that is connected to surrounding jurisdictions creates a number of noteworthy opportunities.

Access to Neighboring and Regional Trails: By connecting to adjacent trails, pathways and active transportation connections, Addison residents also gain safe and comfortable access to hundreds of miles of additional pedestrian and bicycle facilities and amenities throughout the region.

Access to Nearby Destinations: Regional connectivity can make Addison an even more desirable place to live without adding a single park, restaurant or entertainment destination. A regionally connected trail network will allow residents to explore neighboring jurisdictions and other parts of the region on foot and by bike.

Adding to the Collective Good: Addison's recommended trail network will help to fill gaps in the regional trail network and improve access for walkers, jogger and cyclists traveling to and through Addison.

Map 2-7: Regional Connectivity



LEGEND			
-----	Addison Boundary	REGIONAL VELOWEB TRAILS*	REGIONAL DESTINATIONS
-----	City Boundaries	— Existing Trail	● Major Retail Location
—	Major Road	— Funded Trail	● Major Recreational Location
■	Parks/Open Space	— Planned Trail	● Major Cultural Location

* North Central Texas Council of Governments (NCTCOG) adopted 2040 Regional Veloweb

3

Community Vision and Goals

While there are many tried and true methods of retrofitting communities with trail connections, planning a network that uniquely fits Addison requires a greater understanding of the community's values and desires. This chapter highlights the engagement process, key advisory groups, and themes uncovered in the community discussions. The chapter concludes with a presentation of the Vision Framework for trails in Addison.



Outreach and Engagement Process

To ensure that the city-wide trail system effectively serves residents and the entire community, an adaptive outreach and engagement process involved three advisory groups and offered four different community input opportunities. The following groups convened during the COVID-19 pandemic which was met with new challenges and opportunities. The result was a robust effort that sought safe and productive ways to gain feedback.

COMMUNITY INPUT OPPORTUNITIES

Addison Trails Community Questionnaire:

Throughout May 2020, 706 residents, employees and trail/park visitor answered questions about the trail system. The results helped identify what is missing, what trail connections need to be made and what types of connections are most important.

Virtual Community Visioning Workshop: On July 30th, 2020, 39 residents joined a virtual workshop to identify trail needs and establish a vision for the future. The workshop featured a presentation and a fun and interactive polling exercise. For those unable to attend the meeting, a recording of the presentation was

posted on the Town's website with direction on how to fill out the electronic poll.

Large Map Pop-Up Events: Three pop-up events were held in parks and at existing community meetings in November and December 2020. Events at the Addison Athletic Club and Addison Circle Park attracted a total of about 150 residents, employees and visitors who shared their thoughts and ideas about Addison's future system. These events featured a large 10 by 15-foot floor map depicting the proposed trail route. Residents were prompted to have discuss the alignments with staff or add their comments directly to the map with sticky notes.

Draft Future Trail Network Questionnaire: In tandem with the large map pop-up events, the project team launched another map-based survey over six-week period, from November to December 2020. Targeted specifically at residents, over 250 community members participated and assessed proposed draft alignments and trail typologies. Additionally, they added new trails, trailheads and identified important connections with map pins.



ADVISORY GROUPS

Project Advisory Committee: The Project Advisory Committee (PAC) was created to advise the project team throughout the development of the Master Plan. The Committee met four times to offer insight about the local community, to provide technical feedback through online polling and mapping, and ensure the Master Plan addresses the needs of all Addison community members.

Project Management Team: The Project Management Team included staff members from different Town departments who reviewed materials, discussed project directions, and ensured the Master Plan incorporated relevant data and was consistent with concurrent Town planning efforts. The Project Management Team met five times during the planning process (four of which were virtual and one was in person, utilizing the large floor map).

City Council: City Council provided direction through stakeholder interviews, received regular updates on plan deliverables and findings, and went on a guided tour of all proposed routes to provide input.

Stakeholder Interviews: Twenty-eight interviews were conducted throughout the process with Council members and PAC members to discuss trail opportunities and constraints.

From these community meetings and activities, eight key outreach themes emerged as priorities for the city-wide trail system. Described on the next pages, these themes reflect the community's needs and aspirations for Addison's trails. (See Appendix B for additional details.)



Stakeholder Quote:

"Our trails are designed and used by walkers/ dog walkers and walks within neighborhoods are most common among Addison residents."

PRIMARY TRAIL USERS

Throughout the process, community members and stakeholders reminded the project team that the trail system should accommodate walkers, dog walkers, joggers, and bikers of all ages and ability levels. Community conversations also highlighted desires to create a trail network that serves recreation and transportation needs.

Answer	Count
Off-street multi-use paths	417
Wide walking paths and sidewalks	367
Unpaved or park trails	270
Multi-use paths in the public right-of-way	223
Separated bike lanes	171
Bike lanes	124
Two-way cycle tracks	94
Not completed or Not displayed	102

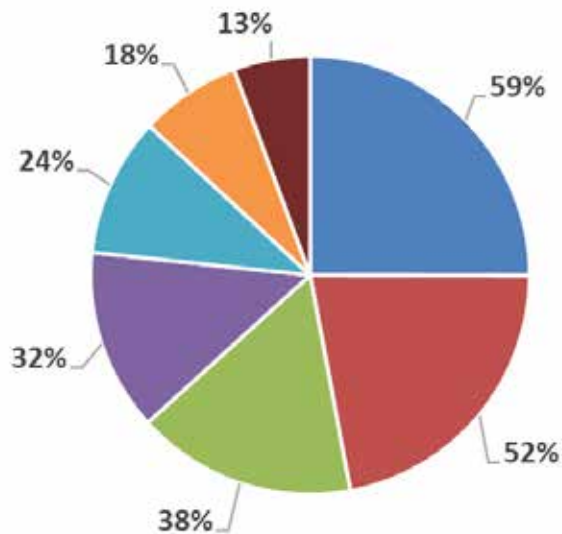


Figure 3-5: "What types of trail connections do you want to see more of around Town?" (results from the Addison Trails Community Questionnaire)

TRAIL INFORMATION, EDUCATION AND COMMUNICATION

Community members identified existing conflicts between trail users and expressed concerns about increased conflicts with an expanded system. Participants suggested supplementing physical improvements with enhanced information, education and communication about trail use and etiquette.

Stakeholder Quote:

"Some trails are too narrow to accommodate bike and other modes. More posted information/ education is needed about trail etiquette/rules for all users and modes"



Figure 3-6: Identify trail opportunities that this plan and/or trail development should include. (results from the PAC SWOT Workshop Discussion)

TRAIL DESIGN AND AMENITIES

Participants expressed an interest in improving the design and amenitization of existing trails and being thoughtful about establishing expectations for future trail design. The community want trail designs and amenities to be context sensitive.

Stakeholder Quote:

" Provide amenities along trails, like pods of activity and meeting places that are shaded."

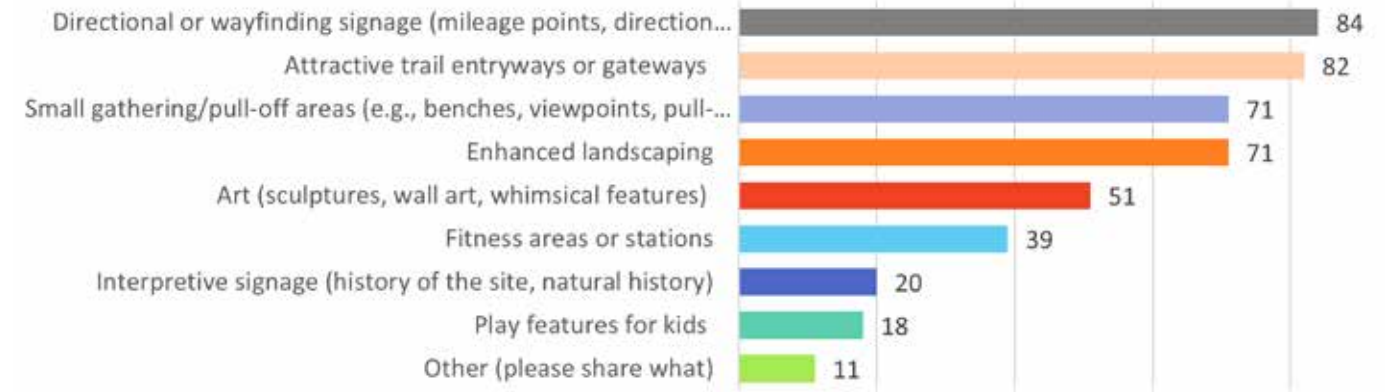


Figure 3-7: Pick your top three choices for amenities that should be included along the Cotton Belt Trail in Addison. (from the Draft Future Trail Network Questionnaire)

Stakeholder Quote:

"The future Cotton Belt Trail provides numerous opportunities such as... Regional connections... Interconnection of transit and trails... Proximity to the Circle... Trails as a conduit to bring people in and activate businesses... Provides neighborhood access and connections"

REGIONAL CONNECTIVITY

Many community members and stakeholders expressed a strong desire to implement the Cotton Belt Trail and make other connections to neighboring local and regional trails, as well as other pedestrian and bicycle facilities.

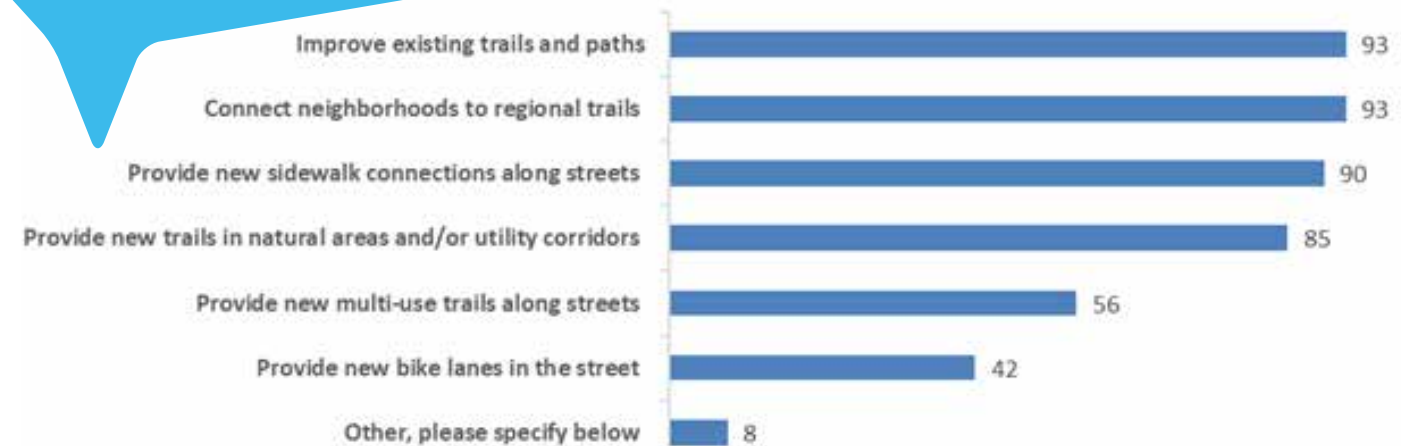


Figure 3-8: "What is the highest priority projects from the list above?" (results from the Addison Trails Community Questionnaire)



Vision Framework

The priorities, values and aspirations are the guiding forces for Addison's City-Wide Trails Master Plan. Through meetings with the Project Advisory Committee and input received from the community, these themes were integrated into a Vision Framework (see Figure 3-1). The Vision Framework provides the foundation for the Master Plan and is aligned with the Master Transportation Plan and the Parks, Recreation and Open Space Master Plan.

The Vision Framework includes the following elements:

Values: The qualities and ideals that guide the trail system.

Goals: Directions for long-range change. Goals represent the Town's overarching directions for the trail network.

Prioritization Criteria: Determinants of prioritizing projects in each phase. These were vetted by community members and Town staff.

Recommendations: Specific projects and initiatives that will achieve one or more trail goal. Recommendations are described at the system-wide level and at the project level.

Figure 3-1: Vision Framework





4

Comprehensive Recommendations

The chapter includes the recommended trail network, suggested phasing, direction for trail design, and recommendations for a number of features and amenities to support the overall trail network and user experience. The first section highlights several elements of the planning approach that are foundational to the recommended trail network presented in the following section.



Foundational Elements

The Guiding Principles, Vision and Goals discussed in Chapter 3 provided strong guidance for the development of the recommendations included in this chapter and the remainder of the Trails Master Plan. With that said, several key concepts emerged through community and stakeholder discussions, site touring and on-the-ground exploration, and coordination with Town of Addison departments and partners. These elements are considered foundational to the recommended trail network and aid in understanding both the intent and nuance of the recommendations that follow.

IMPROVEMENTS TO EXISTING TRAILS

When planning for the future, it is sometimes easy to overlook what already exists or take those assets for granted. A foundational element of the City-Wide Trails Master Plan for Addison is maintaining and enhancing the trails that already exist in the community.

Improvements to existing trails should include, but not be limited to, proactively resurfacing trails on a regular maintenance schedule prior to their condition becoming a noticeable and more costly issue; better signing trails, especially where they end or connect to on-street facilities; designating bike free areas and/or dismount trail segments or entire trails if quality bicycle facilities can provide the same or similar connection; and widening trails existing trails where possible to provide greater opportunity to accommodate two-way traffic and a variety of user types.



INTEGRATION WITH MASTER TRANSPORTATION PLAN

With a relatively small number and miles of trails in Addison today, envisioning a complete trail network could have been an overwhelming charge. Fortunately, the *Master Transportation Plan* provided the next foundational element for the Trails Master Plan. The *Master Transportation Plan* identified a relatively robust network of Active Transportation corridors and connections within the public right-of-way as a part of planning for the transportation network.

Integration with the *MTP* helps to accomplish several important objectives and will significantly contribute to the implementation of the envisioned trail network. First, the *MTP* created an expectation and set of recommendations whereby a large portion of pedestrian and bicycle facilities are integrated into the re-design and construction of roadways throughout the community. As such, the Trail Master Plan is able to fine tune those recommendations and supplement them with additional off-street connections, critical crossing improvements, and trail access and amenities.

The integrated approach to active transportation in the *MTP* also helps in two other important ways. With Addison being largely built out, a network comprised entirely of off-street trails would be relatively sparse and very disconnected. The Trails Master Plan relies on a creative approach that leverages critical pedestrian and bicycle facilities in the street rights-of-way and uses those connections to link off-street facilities. A more integrated approach to transportation and recreation will also help to leverage available resources and provide more funding opportunities when seeking grant dollars, as well as regional, state, and federal allocations.

PROACTIVE PLANNING IN DEVELOPING AND REDEVELOPING AREAS

It was stated above that Addison is largely built out. While that may be true, there are a handful of significant development and redevelopment projects in various stages of implementation in Central and Southwest Addison. It will be important to continue to work with the developers of these important areas to integrate trail connections into development that is still planned and to help realize the larger vision articulated in the Trails Master Plan.

With the planned DART rail line running east and west through Southwest and Central Addison, there is a relatively significant transit-oriented development opportunity between Addison Road and the Dallas North Tollway. As part of this development, additional trail connections should be integrated into the design for the area to provide critical linkages to the DART Station, the Cotton Belt Trail, and existing Addison Circle recreation and entertainment destinations.

Another longer-term redevelopment is planned for the area along and west of Inwood Road. Conceptual plans for this redevelopment include important pedestrian and bicycle connections running parallel to Inwood Road and connecting west from Inwood Road through the future redevelopment. The Trails Master Plan integrates these conceptual alignments and provides recommendations to ensure they are well connected to the larger trail network.

The successful Vitruvian development in Southwest Addison includes additional phases that include trails and pedestrian promenades as key organizing elements tying future development to the completed portions of Vitruvian and the popular trails in and around Vitruvian Park.

CREATION OF NESTED LOOPS

One of the original drivers for the Trails Master Plan was a resounding chorus of input heard during the development of the *Parks, Recreation and Open Space Master Plan* calling for new and improved trails connecting to parks and other destinations throughout Addison. Participants in that planning process began to highlight the benefit of loops within parks, within neighborhoods, and extending out to other neighborhoods. Community and stakeholder input throughout the planning process for the Trails Master Plan underscored the passion around creating a set of interconnected trail loops that can be used for recreation and transportation.

Responding to community input and feedback, a fundamental element of the recommended trail network is the creation of nested trail loops. The general idea is smaller loops are nested within and become part of larger loops. This approach provides the optimal balance of connectivity and choice for trail users. With the number of nested loops achieved in the envisioned future trail network, the variety of trail experiences is nearly endless. The recommended trail network will allow walkers, joggers and bikers to create a range of preferred trail routes with a diversity of trail types, surrounding contexts and lengths.



ENHANCEMENT OF REGIONAL CONNECTIVITY

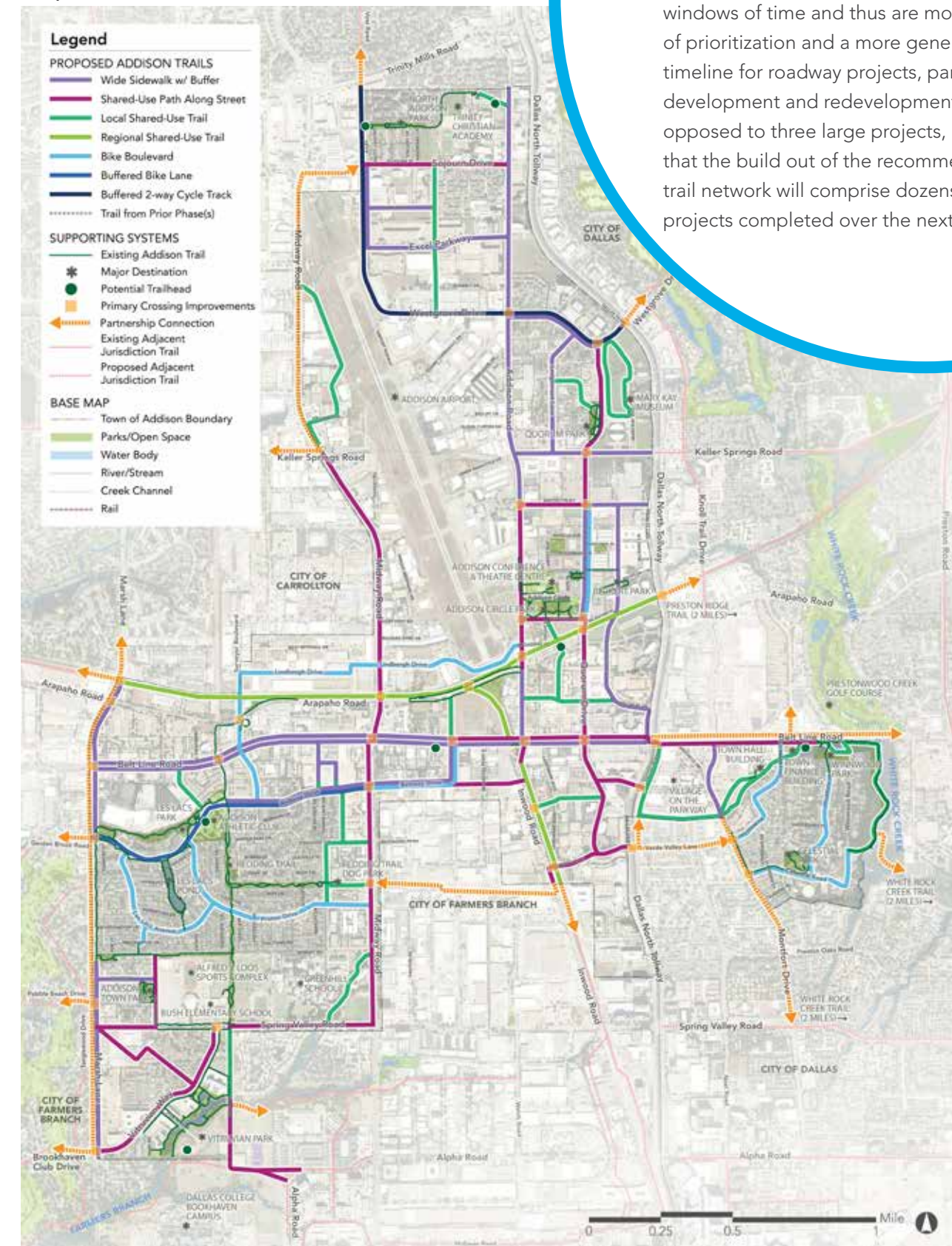
The footprint of Addison is approximately four-square miles, so it is easy to head in one direction and quickly find oneself in another neighboring jurisdiction. The Trails Master Plan embraces this quality to maximize trail connections to the surrounding communities and maximize regional connectivity.

The Cotton Belt Trail along the DART Silver Line will provide a high-quality multi-use trail cutting across the northern part of the region from Dallas-Fort Worth International Airport east to Plano. This important connection will be supplemented with approximately one dozen additional local connections to Carrollton, Farmers Branch and Dallas. These more localized linkages connecting the Addison trail network to those of the trail and active transportation networks of the surrounding communities will maximize the recreation and transportation benefits for Addison residents.

Recommended Network

The recommended trail network for Addison builds upon the foundational elements summarized above and is presented in three phases below. The three phases represent windows of time and thus are more suggestive of prioritization and a more generalized timeline for roadway projects, partnerships, and development and redevelopment efforts. As opposed to three large projects, it is anticipated that the build out of the recommended Addison trail network will comprise dozens of smaller projects completed over the next 15 to 20 years.

Map 4-1: Future Trail Network



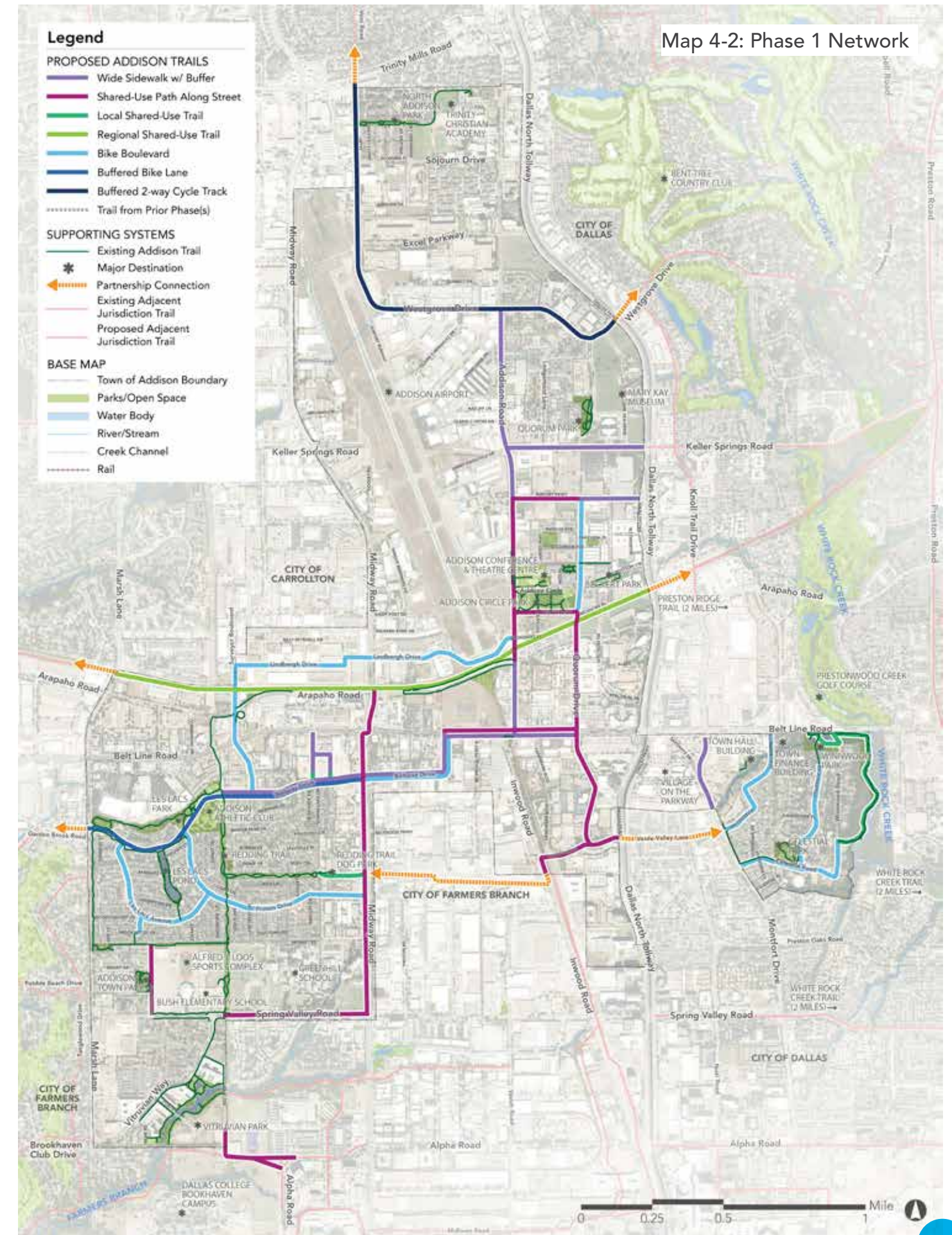
PHASE 1: SHORT-TERM (0-5 YEARS)

The first phase of the Future Trail Network will establish the primary armature of an enhanced pedestrian and bicycle infrastructure throughout Addison. This initial phase of projects establishes connections between the various areas in Addison and completes many connections within many neighborhoods and districts. It should also be noted that the initial set of recommended improvements includes examples of nearly all trail types and several projects that will be part of roadway improvements that are already underway or scheduled to be in the next several years. Alignments highlighted in yellow on the map of Phase 1 trail improvements are already identified in the 5-Year Capital Improvements Program (CIP) for the Town.

Key aspects of Phase 1 of the Future Trail Network include:

- **Critical east-west and north-south connections** that cross Addison and connect trail users to other areas of the Town, as well as neighboring communities. These connections include:
 - A shared-use path along Spring Valley Road connecting existing paths near Bush Elementary School west to Midway Road.
 - An extension of the Redding Trail alignment westward through a combination of shared-use trails and shared-use path long the street and utilizing partnership connections to extend along an Onco utility easement through Farmers Branch, through South Quorum along Landmark Place and Quorum Drive and continuing east along Verde Valley Lane in the City of Dallas over to new bike boulevards on Paladium Drive and Oaks North Drive in East Addison.
 - Another east-west alignment connecting Southwest Addison to Central Addison using a combination of bike lanes, bike boulevard, and widened sidewalks with buffers along Beltway Drive and continuing east along Belt Line Road with widened sidewalks and a shared-use path along the street.
 - Implementation of the Cotton Belt Trail with the construction of the DART Silver Line Regional Rail.
 - Bike Boulevard improvements along Lindbergh Drive.

- Important improvements to Westgrove Drive including a 2-way cycle track that creates north-south and east-west connectivity in North Addison and a connection eastward across the Dallas North Tollway into the City of Dallas.
- Completion of the Midway Road improvements with the shared-use path along the street.
- A combination of widened and buffered sidewalks along with shared-use paths along the street extending from Belt Line Road north to Westgrove Drive.
- Shared-use path along Quorum Drive from Landmark Place in South Quorum north to Festival Way and then bike boulevard treatments complementing the already generous sidewalks extending from Festival Way north to Airport Parkway.
- **New local loops and connections** within several areas of Addison, including:
 - Shared-use path along Woodway Drive along the east edge of Addison Town Park.
 - Bike boulevard improvements along Les Lacs Avenue and Proton Drive in the Les Lacs Pond area.
 - Widened sidewalks extending through the new development between Beltway Drive and Belt Line Road.
 - Bike boulevards in East Addison along Celestial Road, Palladium Drive, Oaks North Drive, and portions of Bellbrook Drive and Winwood Road.
 - Sidewalk improvements to Montfort Drive south of Belt Line Road within the Town of Addison.
 - A combination of shared-use path and widened sidewalks along Airport Parkway.
 - Widened and buffered sidewalks along Keller Springs Road.
- **Partnership connections** connecting Phase 1 trail improvements to surrounding jurisdictions. In addition to those already noted above as part of the Cotton Belt Trail and other east-west crosstown connections, these include:
 - A connection to the Brookhaven Campus and Farmers Branch trails with an extension of Bella Lane.
 - A crossing of Marsh Lane at Garden Brook Road.
 - An improved crossing of the Dallas North Tollway along Westgrove Drive.
 - An improved crossing of Trinity Mills Road to make a connection north from Westgrove Drive to Voss Road.



Map 4-2: Phase 1 Network

PHASE 2: MEDIUM-TERM (6-10 YEARS)

The second phase of the Future Trail Network includes a number of improvements that largely fall into two categories. The first are projects along major roads that will require an additional level of coordination with Public Works and neighboring jurisdictions. The second are projects that create additional connections and loops within the various areas of Addison.

Key aspects of Phase 2 of the Future Trail Network include:

- **Improvements along several principal and minor arterials**, including:
 - Widened sidewalks with buffers long Marsh Lane, as well as an improved crossing at Pebble Beach Drive.
 - Widened sidewalks with buffers and shared-use paths along Belt Line Road extending from Quorum Drive east to Winnwood Park, as well as an improved connection across Belt Line Drive at Prestonwood Boulevard.
 - Shared-use path extending north along Quorum Drive from Airport Parkway to Westgrove Drive.
 - Widened sidewalks with buffers along Addison Road from Westgrove Drive north to Trinity Christian Academy.

- **Improvements to complete loops and create additional connections** within several parts of Addison, including:

Southwest Addison:

- Extension of shared-use paths along Spring Valley Road from Woodway Drive to Marsh Lane.
- Wide sidewalks with buffers along Sidney Drive from Woodway Drive to Marsh Lane.

South Quorum:

- Regional shared-use trail connection along the railroad east of Inwood Road.
- A local shared-use trail running east and west across South Quorum in partnership with landowners.

East Addison:

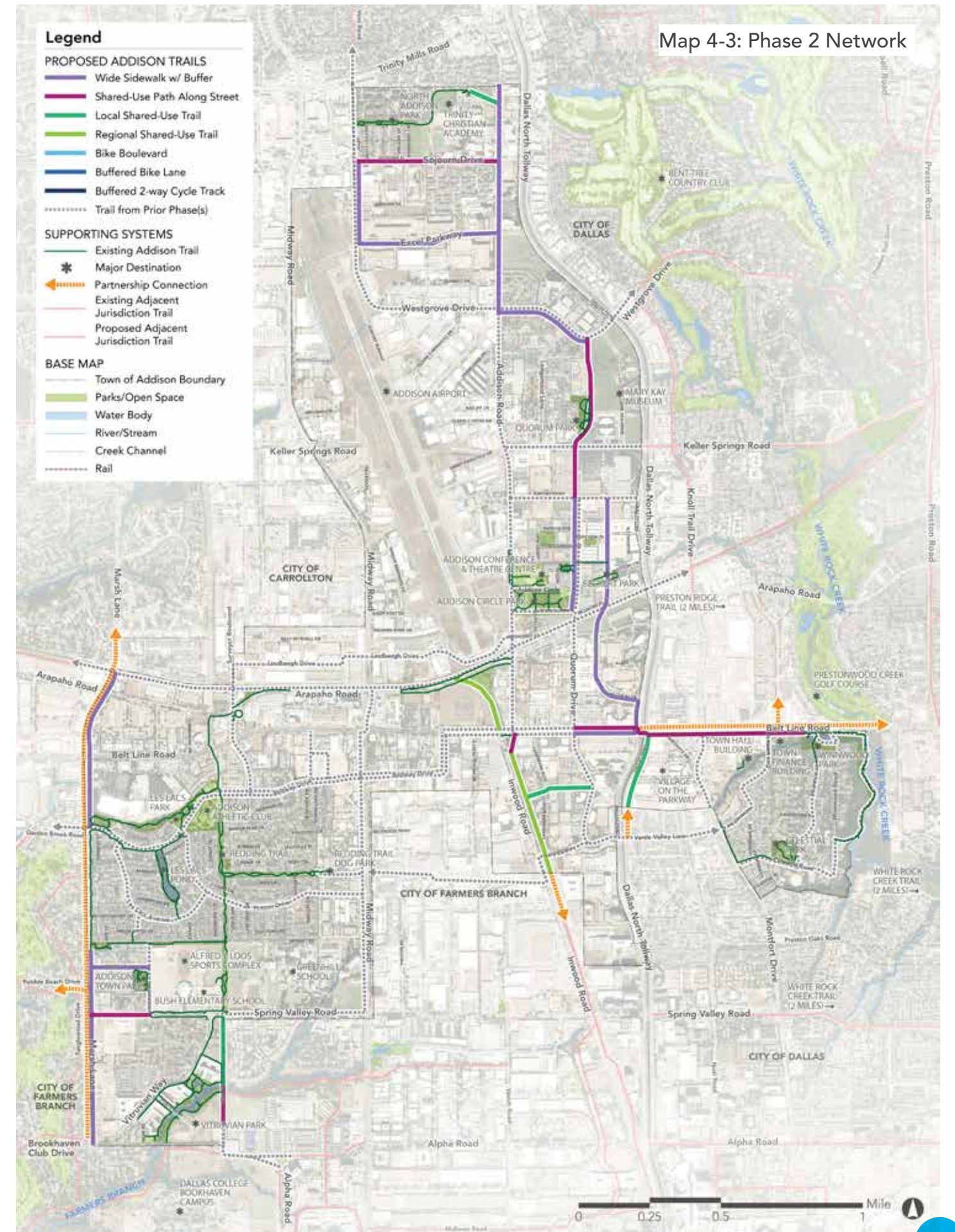
- A local shared-use trail along the Dallas North Tollway frontage road on the east side of the tollway.

Central Addison:

- Widened sidewalks with buffers along Spectrum Drive.

North Addison:

- Widened sidewalks with buffers along Excel Parkway from Westgrove Drive to Addison Road.
- Shared-use path along Sojourn Drive extending from Westgrove Drive to Addison Road.
- A local shared-use trail connecting Addison Road to existing trails west on the Trinity Christian Academy campus and in North Addison Park.



Map 4-3: Phase 2 Network

PHASE 3: LONG-TERM (11+ YEARS)

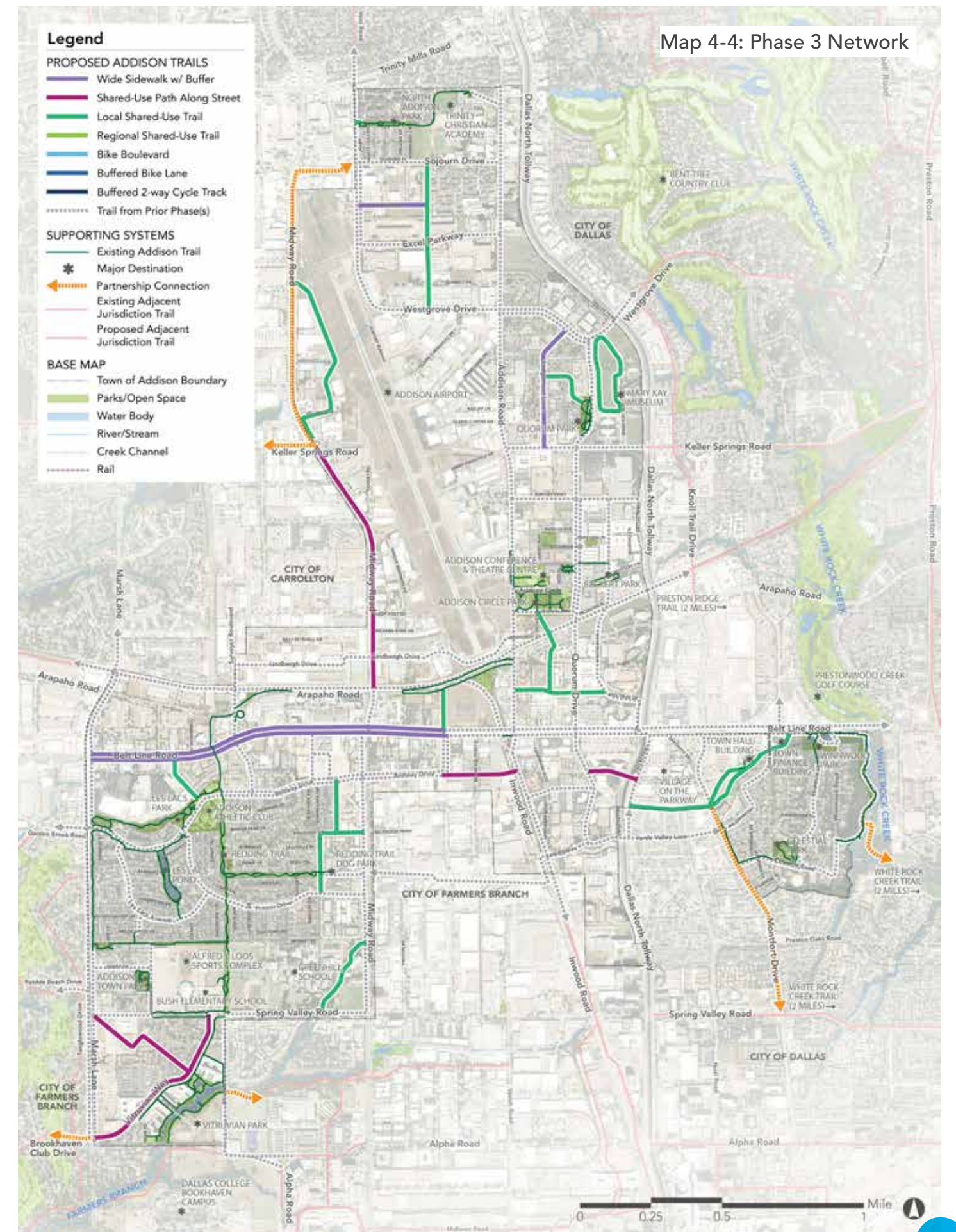
The last phase of the Future Trail Network primarily includes a collection of connections that will require longer term coordination and collaboration with neighboring jurisdictions and individual property owners as properties develop or redevelop.

Key aspects of Phase 3 of the Future Trail Network include:

- A large collection of desired **connections that can enhance the trail network resulting from Phases 1 and 2 implementation**, but requiring coordination with individual redevelopment projects, including:
 - Shared-use paths along Vitruvian Way and new roadways included in future phases of the Vitruvian development.
 - Shared-use paths extending east and west connections south of Beltway Drive from and through South Quorum generally along the Beltway Drive alignment.
 - Local shared-use trails throughout portions of Southwest Addison connecting to Midway Road and Belt Line Road, East Addison through Village on the Parkway and running along the drainageway behind the Town Hall and Town Finance Buildings, Central Addison as part of the Addison Circle transit-oriented development, and in North Addison west of

the airport, linking Sojourn Drive to Westgrove Drive and at and near the Mary Kay Campus.

- Widened sidewalks with buffers along Belt Line Road from Beltway Drive west to Marsh Lane.
- **Contribution to a loop around the Addison Airport:**
 - Shared-use path along Midway Road from the Cotton Belt Trail north to Keller Springs Road, in conjunction with local shared-use trail connections identified above and partnership connections identified below.
- **Longer-term connections** working with neighboring jurisdictions:
 - Connections east and west from Vitruvian at Brookhaven Club Drive and along Farmers Branch Creek.
 - Improvements south along Montfort Drive linking to Spring Valley Road.
 - A possible connection of the Addison White Rock Creek Trail to White Rock Creek Trail in Dallas.
 - Roadway improvements west of the airport along Midway Road, Keller Springs Road and Sojourn Drive.
- **Completion or enhancement of local trail loops** in North Addison:
 - Widened sidewalks along Airborn Drive.
 - Widened sidewalks along Ledgemont Lane.



Map 4-4: Phase 3 Network

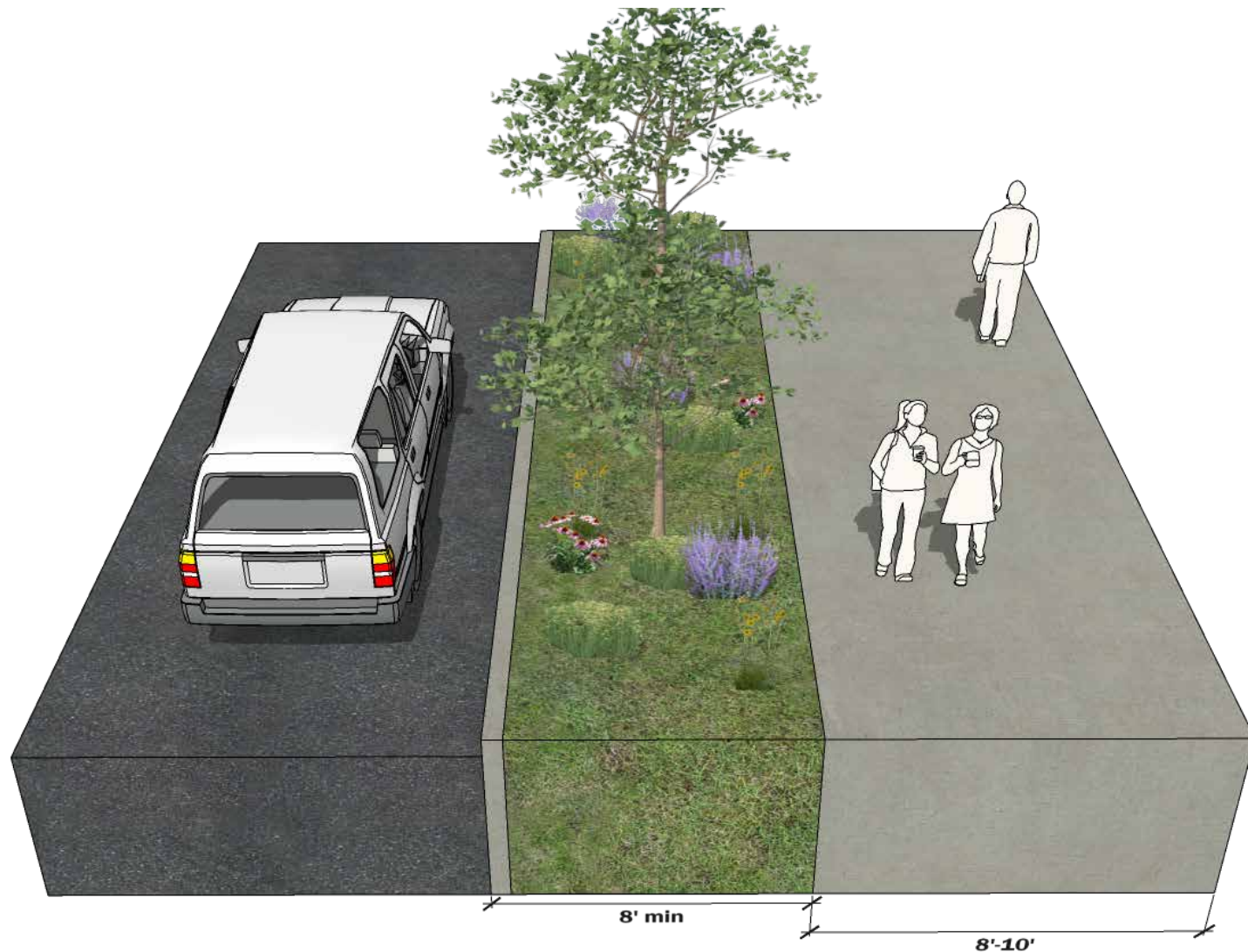
Trail Design Standards and Guidelines

The following core attributes are needed for quality Addison Trails.

TRAIL TYPOLOGIES

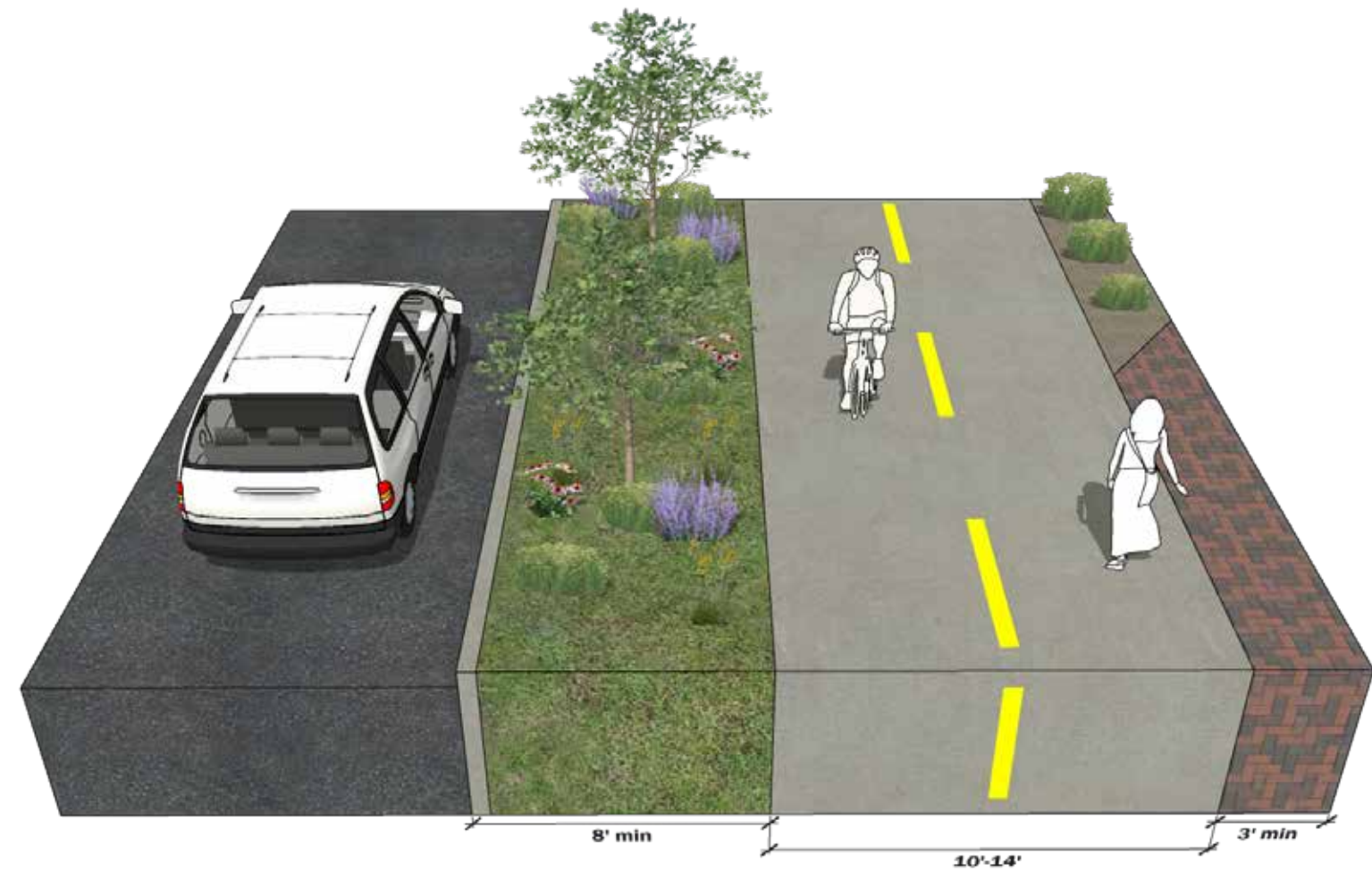
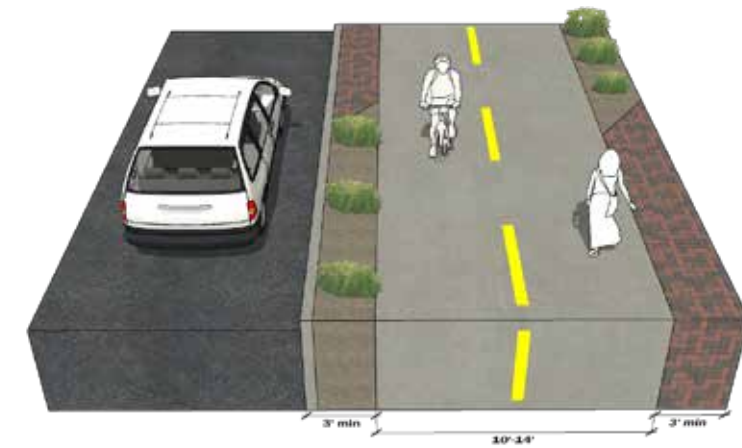
Wide Sidewalk with Buffer

Sidewalks provide great pedestrian facilities and can also accommodate joggers and bicyclists if they are wide enough. New sidewalks in Addison should be 8-10 feet wide wherever feasible and include a landscaped buffer between the back of curb and the sidewalk. The buffer should be a minimum of 3 feet, but a buffer width of 8 feet is preferred.



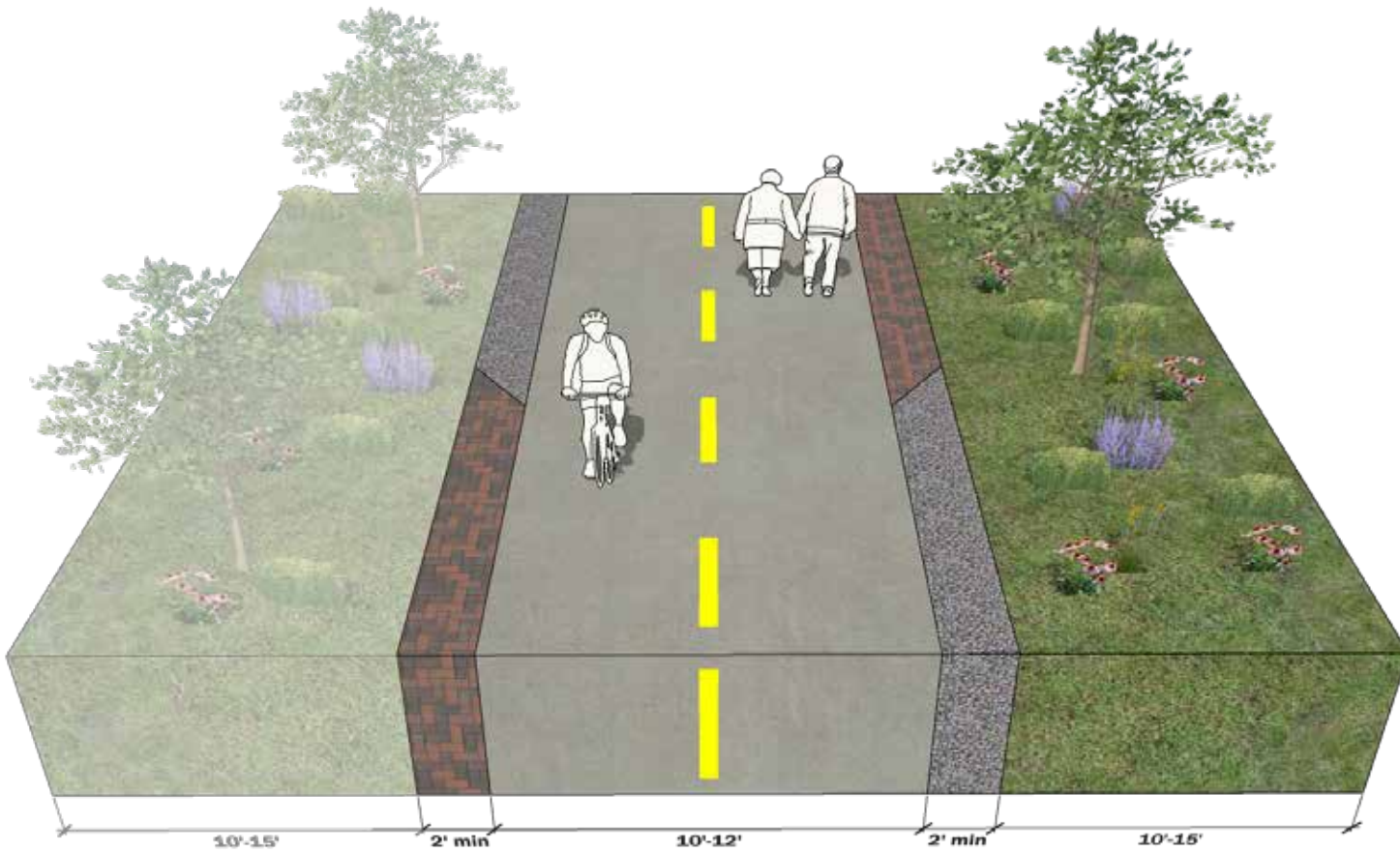
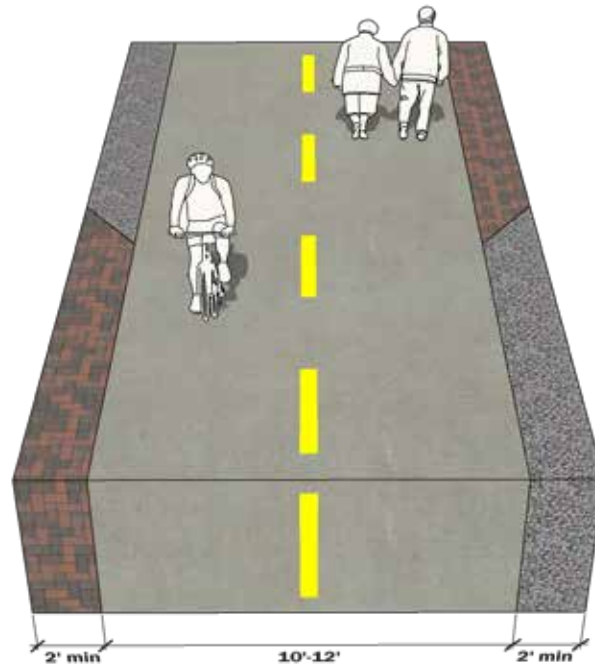
Separated Shared-Use Path Along Street

Separated shared-use paths along streets are a key element of the Master Transportation Plan's Active Transportation Network. Shared-use paths are great for pedestrians, joggers and cyclists. Shared-use paths along streets should be 10-14 feet wide and include a landscaped buffer between the back of curb and the path. The buffer should be a minimum of 3 feet, but a buffer width of 8 feet is preferred.



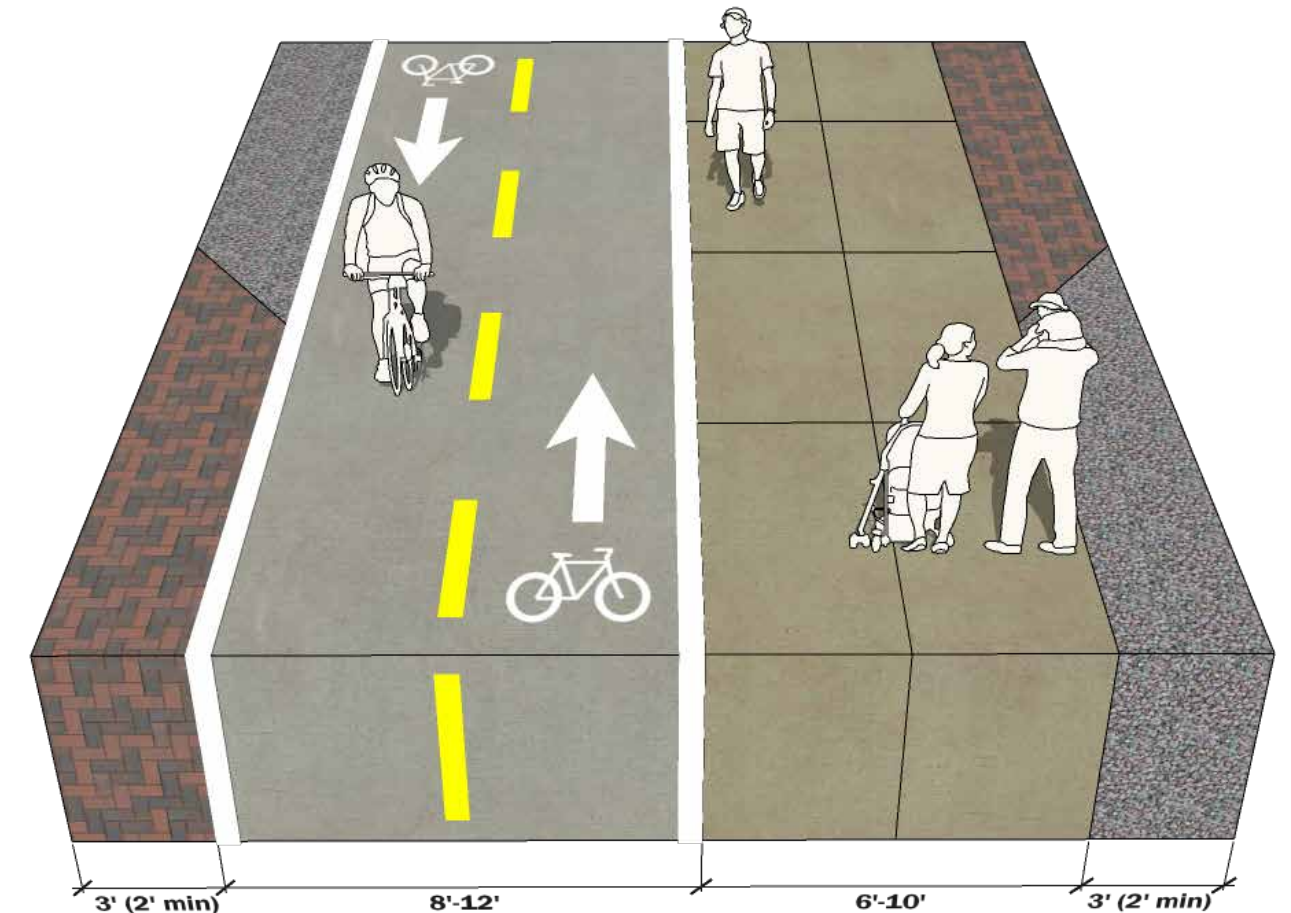
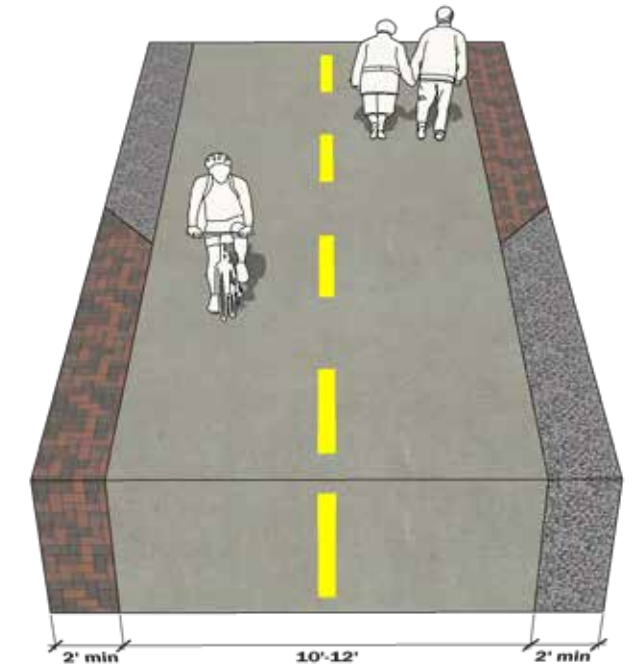
Local Shared-Use Trails

Local shared-use paths are typically the safest and most comfortable facilities for pedestrian, joggers and bicyclists. They provide full separation from motor vehicles, except at street crossings. Local shared-use trails should be 10-12 feet wide and include buffers on both sides of the trail. The buffers should be a minimum of 2 feet, but wider buffers with landscaping and screening are highly encouraged. Landscaped buffers of 10-15 feet are highly desirable.



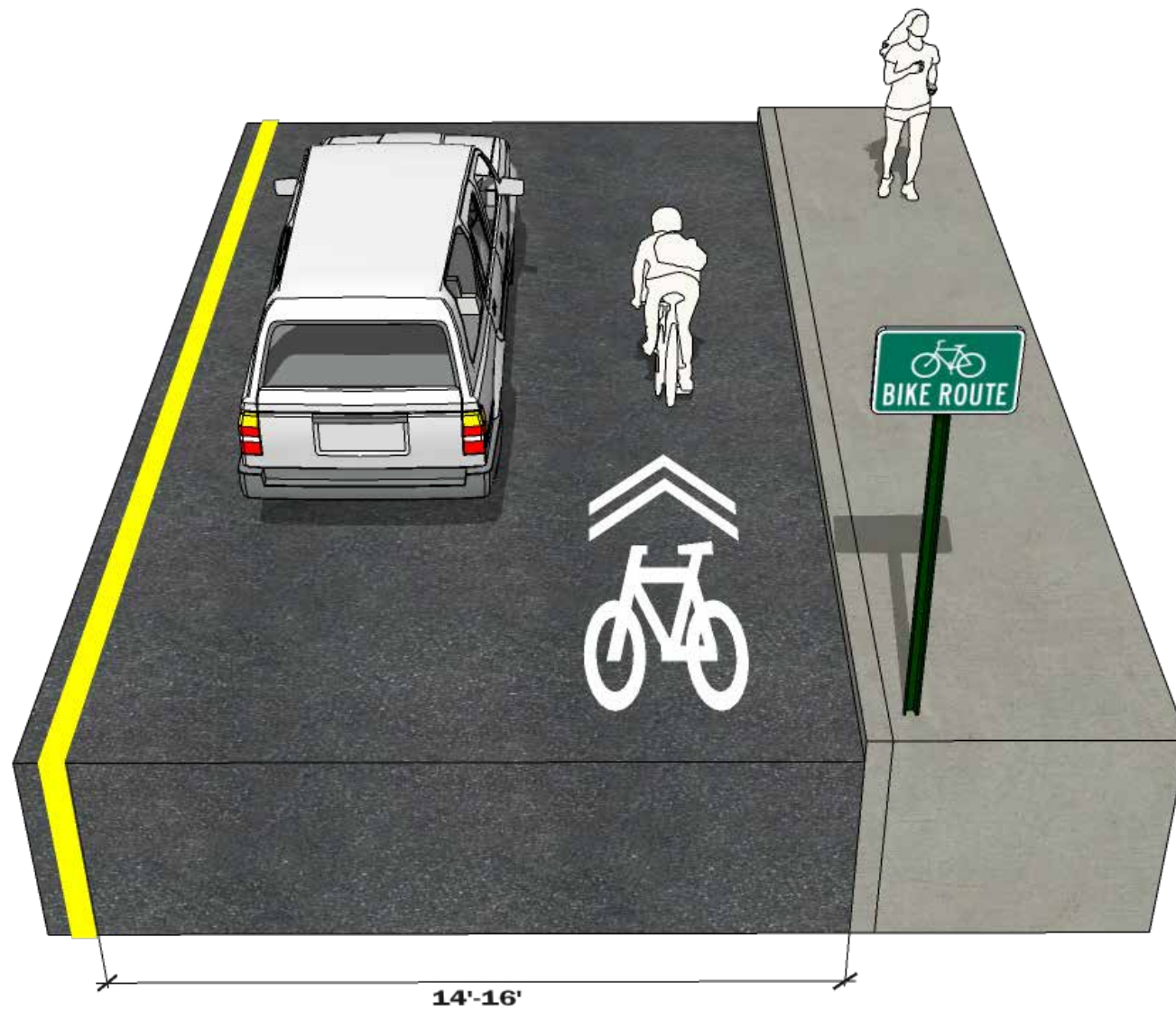
Regional Shared-Use Trail

Regional shared-use paths are also very safe and comfortable for pedestrian, joggers and bicyclists. Like local shared-use trails, they provide full separation from motor vehicles, except at street crossings. Due to their regional nature, they tend to cross busier roadways and must navigate other natural and man-made obstacles. At a minimum, regional shared-use trails should be 10-12 feet wide and include at least 2 foot buffers on both sides of the trail. When possible, 6-10 feet of additional trail width to separate walkers from joggers and bicyclists is recommended. Landscaped buffers with screening of 10-15 feet are highly desirable.



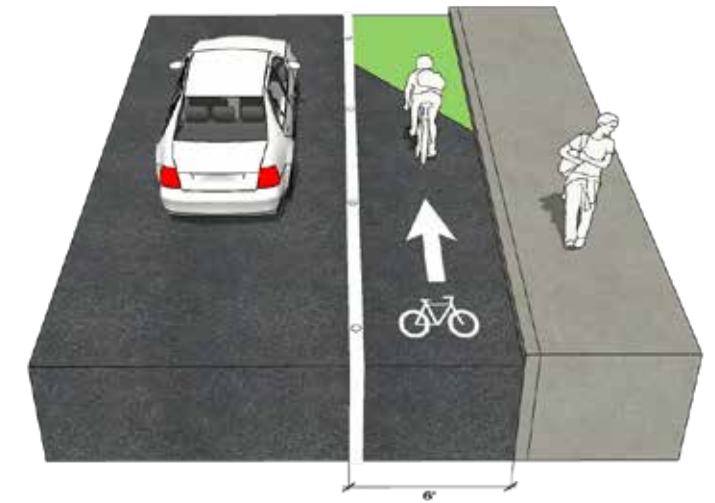
Bike Boulevards with Wayfinding

Bike boulevards are a unique treatment, typically reserved for lower traffic and often narrower streets. Improvements associated with a bike boulevard include sharrow markings on the roadway and signage. Sharrow markings should be in the flow of traffic when stenciled on streets with on-street parking. Additional traffic calming measures are also recommended on routes with faster moving traffic.



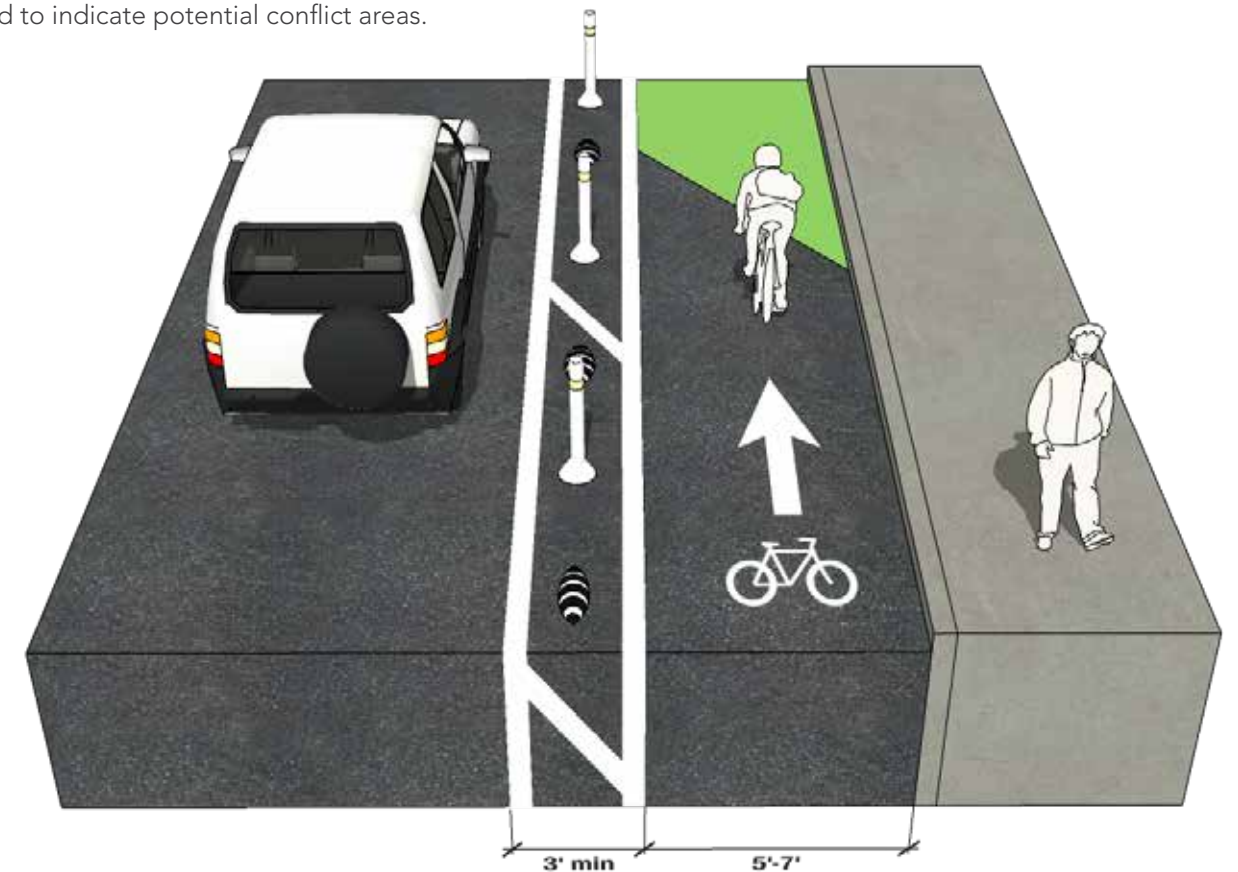
Bike Lanes

Bike lanes are one of the most traditional types of dedicated bike facility. The preferred application in Addison is a 6 foot width with bicycle stencils, a 6 inch stripe and bolted plastic reflectors at regular intervals on the stripe. Solid or hatched green paint or thermoplastic applications can be used to indicate potential conflict areas.



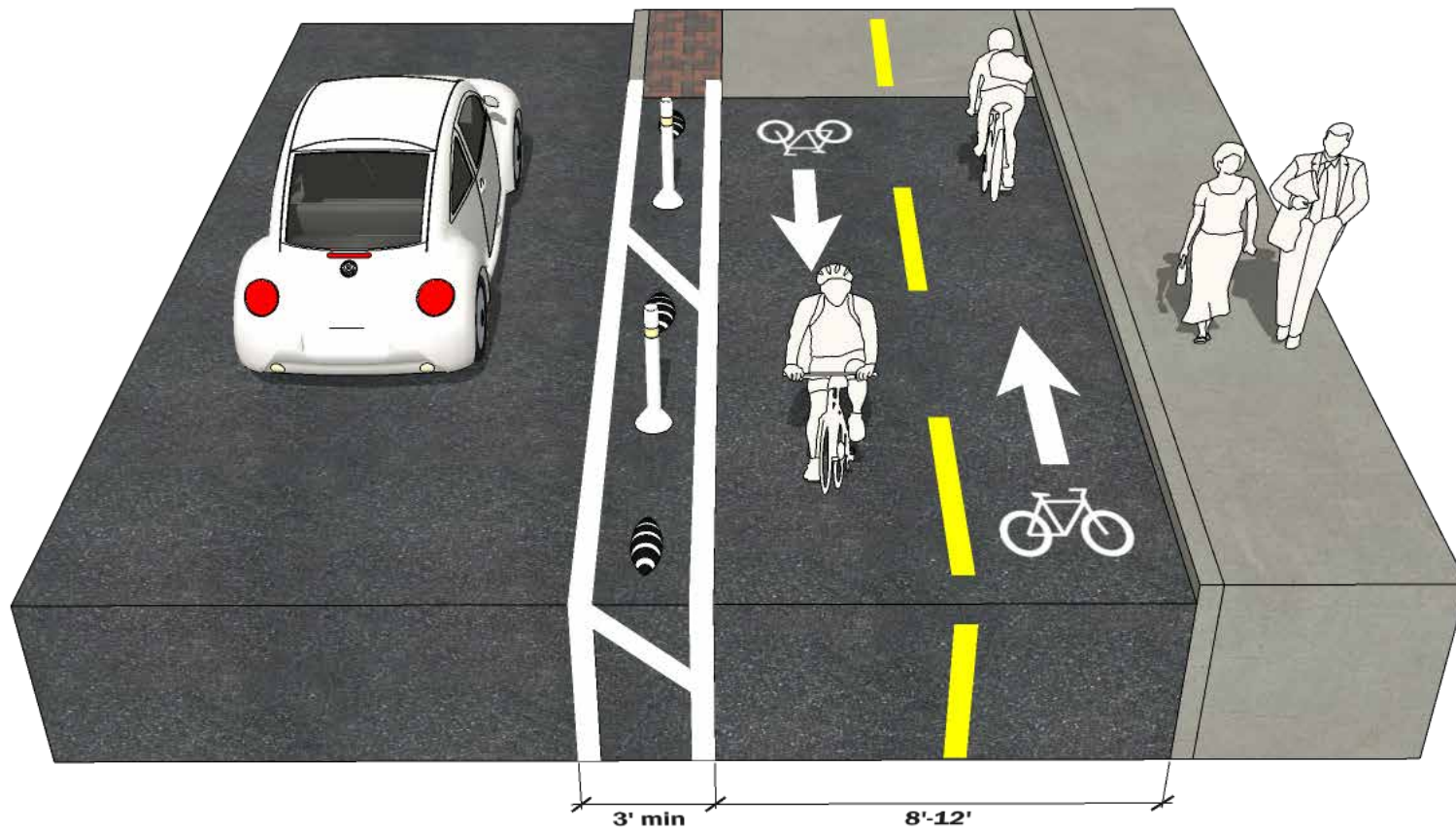
Buffered Bike Lanes

Buffered bike lanes are a preferred alternative to traditional bike lanes where space allows. They should include a bike lanes with a width of 5-7 feet, bicycle stencils in the bike lane and a minimum striped buffer of 3 feet. The striped buffer should include bolted plastic separators or another physical barrier. Solid or hatched green paint or thermoplastic applications can be used to indicate potential conflict areas.



Two-Way Cycle Track

Cycle tracks have become a relatively popular bicycle facility type in certain circumstances, especially when a buffered separation of the bike facility is desired, but space is too constrained to provide buffered bike lanes on both sides of the street. The two-way cycle track should be at least 8-12 feet in width with stencils and striping delineating the two directions of travel. A striped buffer of at least 3 feet should include bolted plastic separators or another physical barrier such as a durable planter box, plastic lane dividers or breakaway bollards.

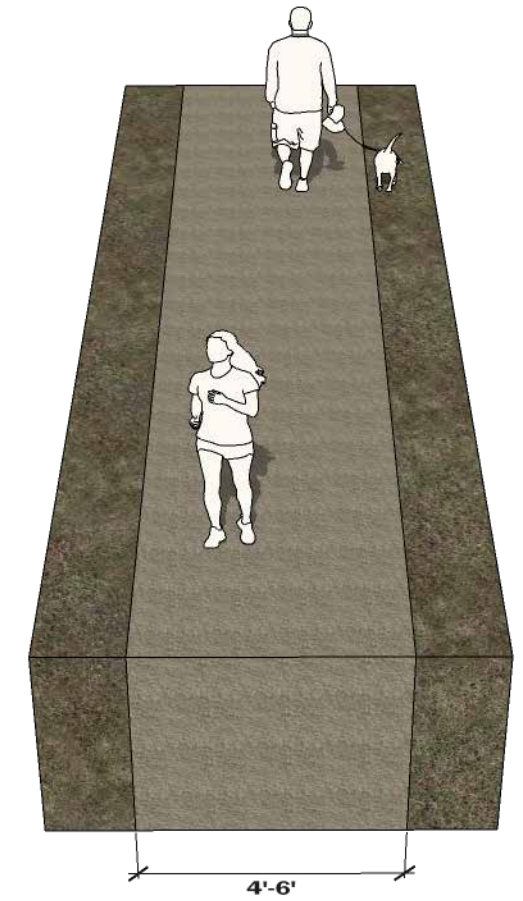
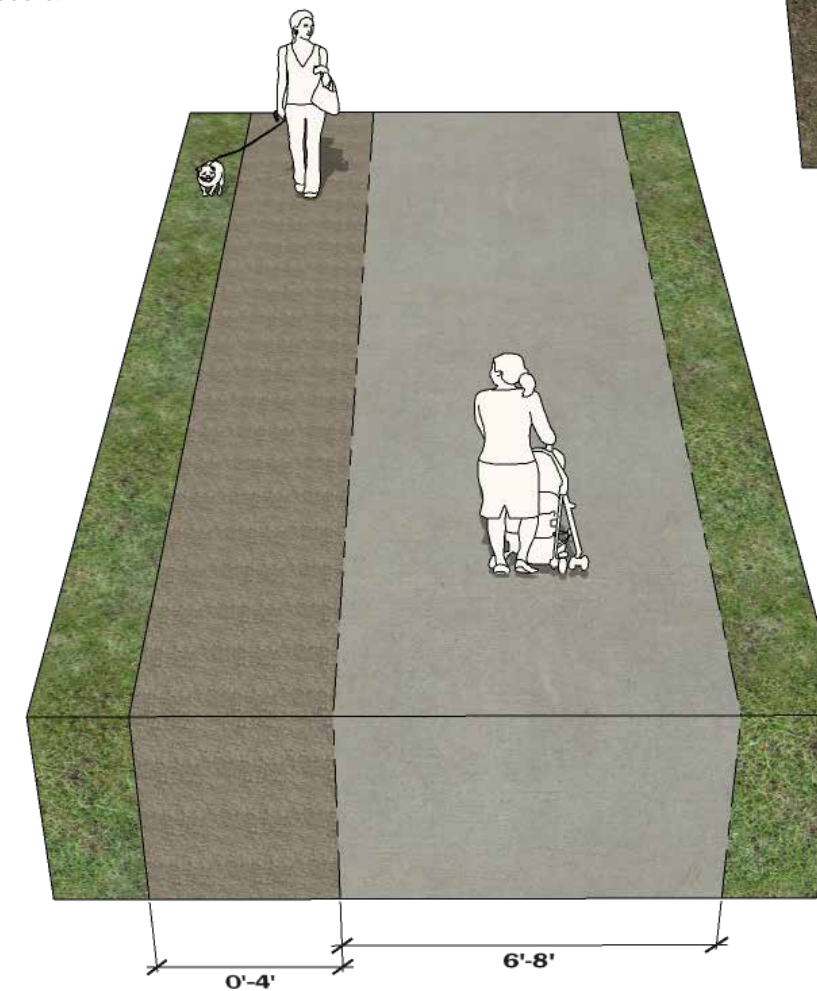


Soft Surface Park Trails

Soft surface park trails are a highly desirable surface for walking and jogging because it causes less strain on joints. The preferred treatment for soft surface park trails is a decomposed granite surface with a width of at least 4-6 feet.

Paved Park Trails

Paved park trails should be concrete and at least 6-8 feet wide. A decomposed granite buffer or apron is desired and should be at least 1-2' on both sides of the trail when possible. A wider decomposed granite path of at least 4' on one side of the paved trail can provide a desirable option for slower moving trail users.



Supporting Systems

Trail Surfacing: Concrete paving is preferred for most trail surfaces. Crusher fine granite surfacing may be suggested for use as trail buffers, soft-surface side trails or nature paths. Hard-surfaced pavers may also be used as trail buffers in areas that are more urban or desire a more finished look and feel. Hard-packed surfacing is common to interim trails.

Site Grading and Layout: When considering where to develop a trail path, effective stormwater management is essential. Either a modest cross slope along the trail or a gentle running slope in the direction of travel can prevent erosion, trail repairs or closure. Additional tips for site grading and layout include:

- Paths should be smooth and continuous, avoiding vertical disruption or changes in surfacing, and avoiding low points.
- Trails should strive to have running slopes of less than 5% and cross slopes less than 2% to provide positive drainage and accessibility. Trails should drain with the natural drainage pattern, if applicable, with runoff buffered with landscaping to avoid erosion.
- Sharp turns should be avoided. At turns, clear the approaches of trees and shrubs to maximize decision time for users.

- Trail alignment should strive to sustain 5' of clearance from fences, particularly if private gates onto Town-owned trail segments are possible or likely.
- Trails should end at a street or destination; they should not dead-end.

Striping: With most Addison's trails being paved and along streets, striping will be used heavily to identify trail direction, define an intersection and warn for areas of caution. All striping should follow the TxDOT Roadway Design Manual, the Manual on Uniform Traffic Control Devices (MUTCD) and other standards. Additional tips for striping include:

- **Yellow, centerline broken striping:** Are typically applied along segments of trail with good visibility to separate trail directions or modes of travel.
- **Yellow, centerline solid striping:** Are typically applied along segments of trail with limited visibility and at high traffic bicycle and pedestrian crossings
- **White, solid shoulder striping:** Are typically applied along paved trail edges to indicate a potential risk
- **Stop bar:** Are typically applied at street crossings or trailheads with "Stop" signage

TRAILHEADS AND ACCESS POINTS

Access Points

Access points offer public access to off-street trails and are generally small in scale. Access points are designed to provide access to off-street trails from neighborhoods, an on-street trail or a park. They provide essential and simple trail amenities such as signage, seating, shade and trash receptacles, but may also include enhanced amenities (see Figure 4-3). The diagram depicted in Figure 4-2 shows a prototypical trail access point.

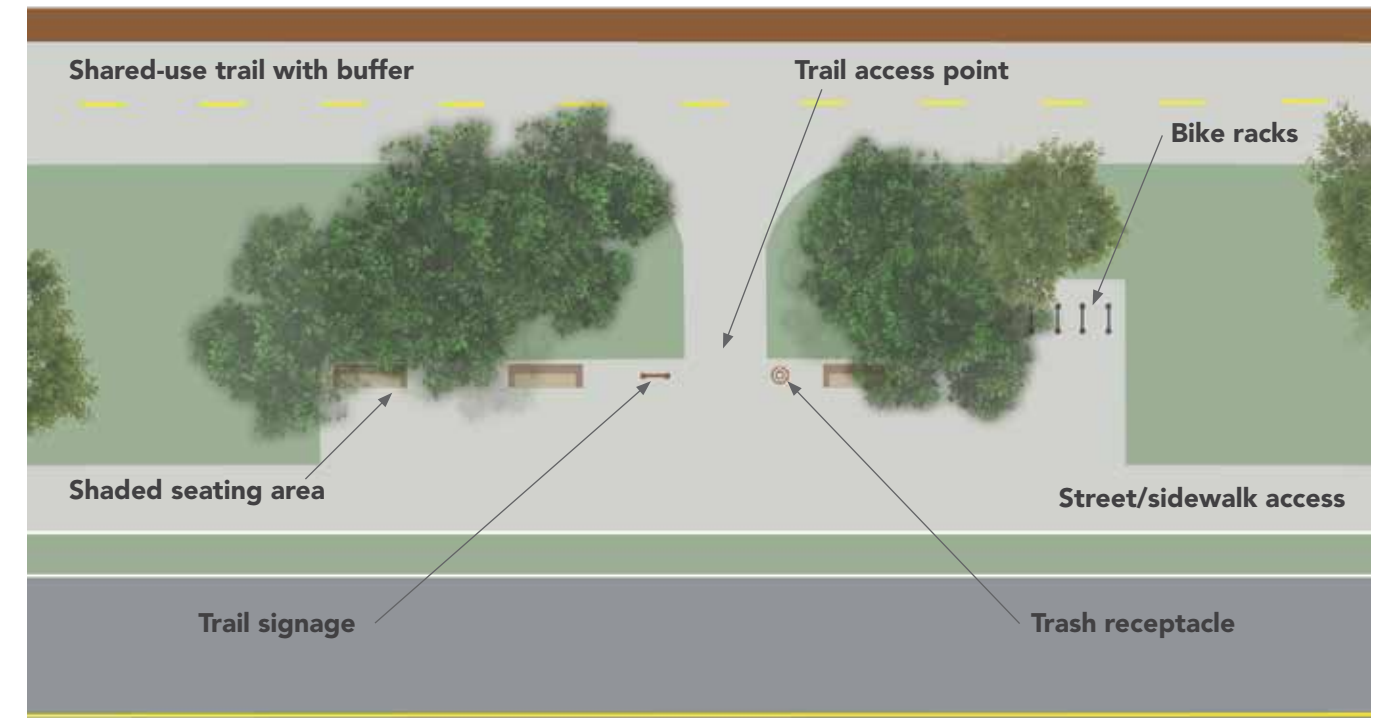


Figure 4-1: Prototypical Access Point with Basic Amenities

Trailheads

Trailheads offer access to an off-street trail or trail system by providing parking and additional support amenities. These areas will vary in scale and shape depending on available land and the amount of trail activity. Trailheads may be constructed solely on public property such as the fringe of a park, on

a civic building lot or on another property that the Town owns. Additionally, there may be opportunities to develop a trailhead on private property by establishing a shared parking lot. Figure 4-2 diagrams a prototypical trailhead layout and Figure 4-3 indicates which amenities should or could be included.

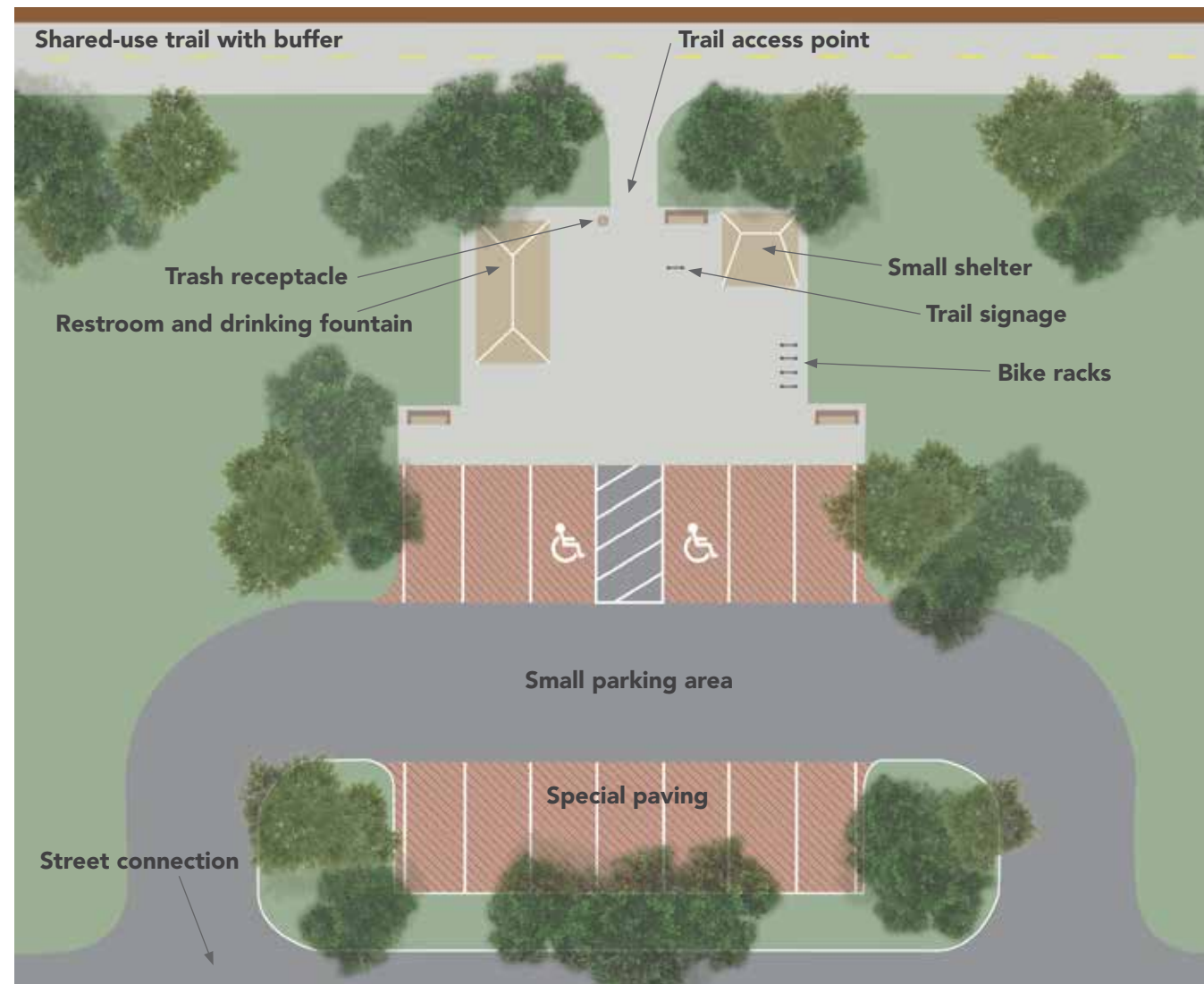
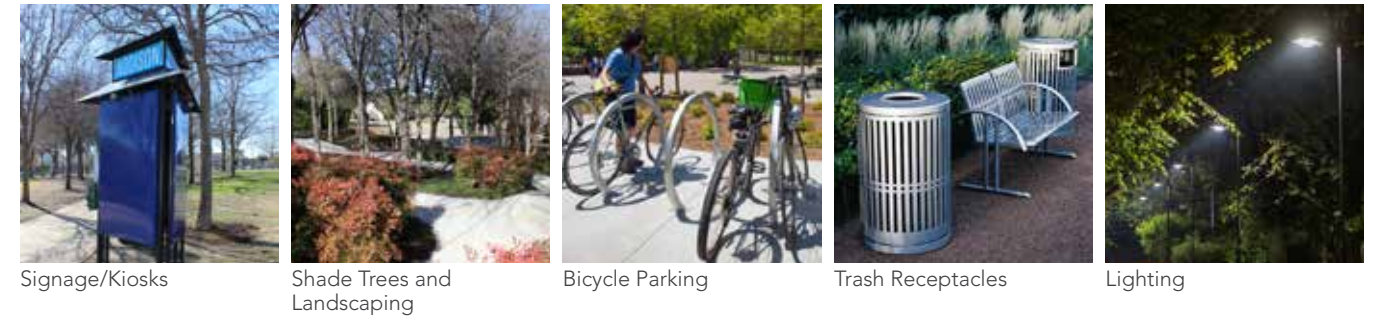


Figure 4-2: Prototypical Trailhead with Basic Amenities

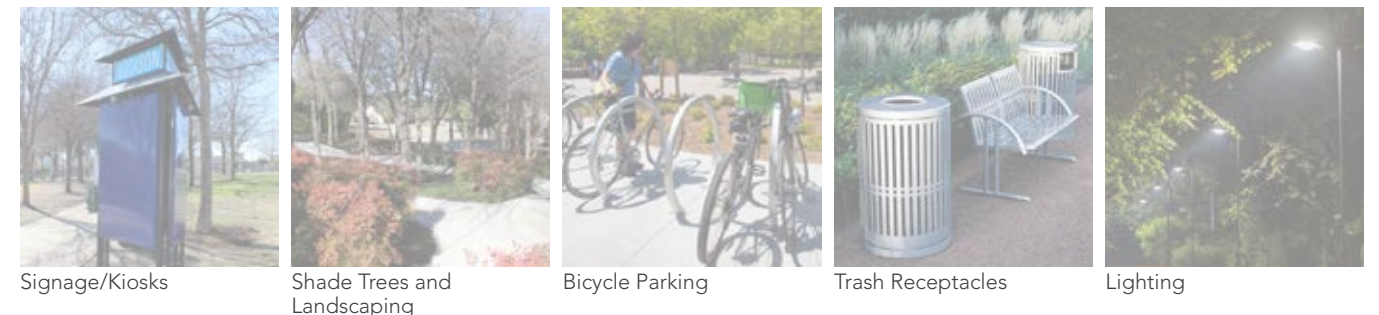
Figure 4-3: Access Amenities Toolkit

The graphics below identify essential trailhead and access point amenities. In addition, enhanced access amenities may be applied to trailheads or access points to enhance the placemaking experience.

Access Point Essentials



Trailhead Essentials



Enhanced Access Amenities (Additional)



STREET CROSSING TYPOLOGIES

Given most of the proposed trails in Addison are along streets, establishing safe crossings for pedestrian and bicycles are essential in developing a successful trail system. The following typologies represents best practices for street crossings.

Pedestrian and Bike Intersection

- Crosswalks should be designed to offer as much comfort and protection for bicyclists and pedestrians as possible, especially at major intersections or high-traffic locations.
- High-visibility ladder, zebra, and continental crosswalk markings should be implemented to increase visibility and improve yielding behavior.
- Approaches to key intersections with extensive bicycle activity should be painted green to increase visibility and limit vehicular conflicts.
- Crosswalks should be as wide as or wider than the walkway it connects to.
- An advanced stop bar should be located in advance of the crosswalk to reinforce yielding to pedestrians/bicyclists.
- Push button signal activation should be provided for pedestrians/bicyclists

- Americans with Disabilities Act (ADA) accessible curb ramps are required for all approaches
- Pedestrian safety islands should be at least 6-feet wide and are recommended where pedestrians must cross three lanes of traffic in one direction.
- OPTIONAL: Right-turn-on-red restrictions may be applied Town-wide or in areas where pedestrian/bicyclist conflicts are frequent.
- OPTIONAL: A separate bicycle signal head can provide a leading bicycle phase, which allows bicyclists to begin crossing the street in advance of other traffic.



Figure 4-4: Prototypical Belt Line Road Bike and Pedestrian Crossing

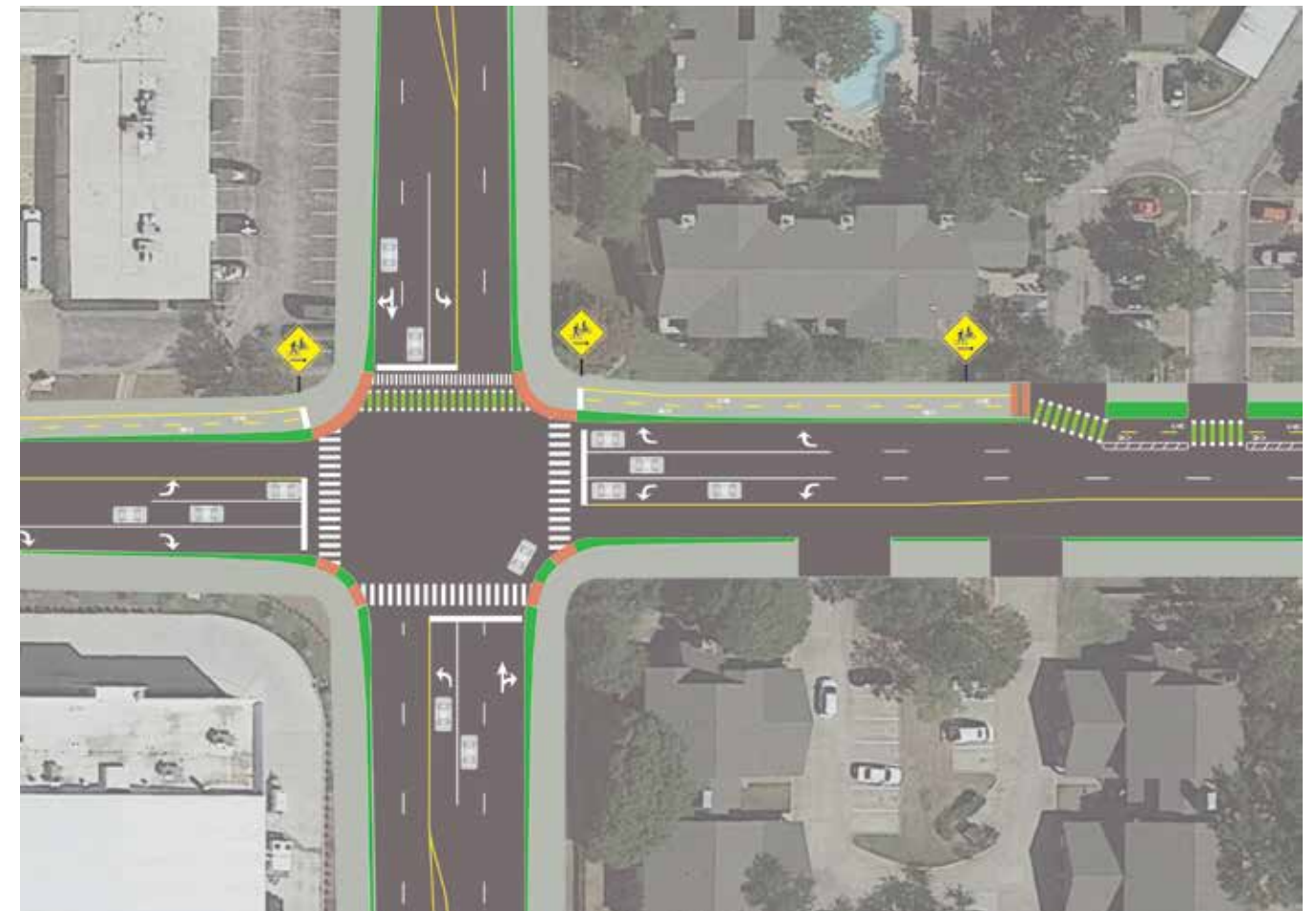


Figure 4-5: Prototypical Bike and Pedestrian Crossing (Westgrove and Addison)

Mid-Block Crossings

- Crosswalks should be designed to offer as much comfort and protection for bicyclists and pedestrians as possible, especially at major intersections or high-traffic locations.
- High-visibility ladder, zebra, and continental crosswalk markings should be implemented to increase visibility and improve yielding behavior.
- Crosswalks should be as wide as or wider than the walkway it connects to.
- Appropriate Manual on Uniform Traffic Control Devices (MUTCD) signage should be installed to make vehicles aware of crossing as well as bicyclists aware that cross traffic does not stop (if unsignalized).
- Americans with Disabilities Act (ADA) accessible curb ramps are required for all approaches
- If installed within a signal system, signal engineers should evaluate the need for hybrid beacon to be coordinated with other signals.
- A Rectangular Rapid Flashing Beacon can be installed to alert drivers to yield where bicyclists have the right-of-way crossing the road.
- Active warning beacons should be installed on the side of the road and in center islands/medians for secondary locations.
- Pedestrian safety islands should be at least 6-feet wide and are recommended where pedestrians must cross three lanes of traffic in one direction.
- Bollards should be placed at entrance to deter motor vehicle access and adequately spaced to allow easy passage by bicyclists, pedestrians, and other users.

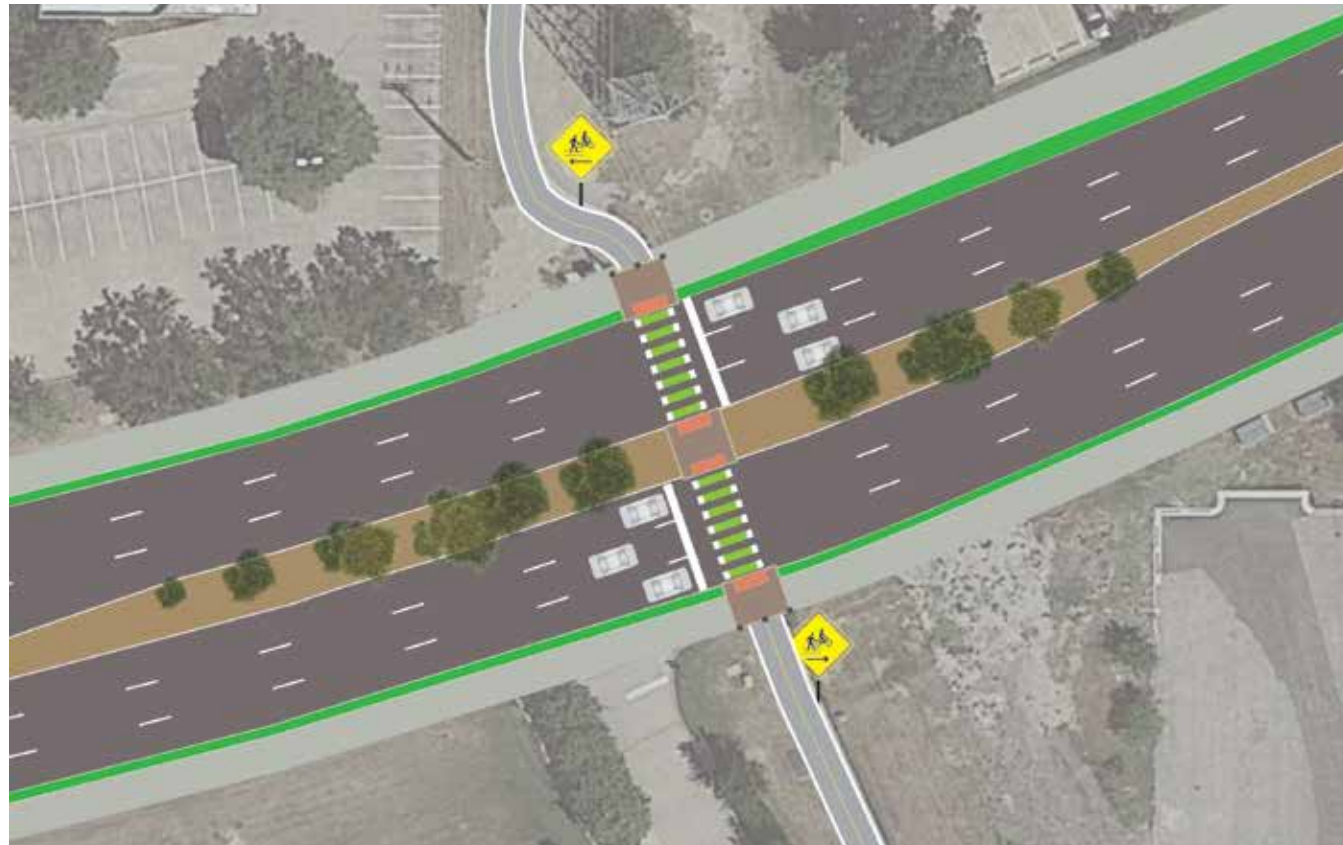


Figure 4-6: Prototypical Arterial Street Mid-Block Crossing (Belt Line Road)

Supporting Systems

Bridges that accommodate pedestrians and bicyclists may be necessary for trail continuity or access. They are required to span roadways, rivers or to address a significant grade change. Bridges are expensive solutions but provide an opportunity to create a focal point that enhances the trail experience and supports cross-town connectivity. When constructing a bridge, best practices say to provide a minimum 12-foot width to meet Class I Bikeway standards.

Undercrossings provide trail continuity beneath roadways and other locations where trails meet or cross significant public infrastructure. They can help sustain an unobstructed Class I trail system. Furthermore, existing vehicle undercrossings can be adapted to provide a safe crossing option alongside vehicles. Appropriate lighting can illuminate the undercrossings for safety. Additionally, artistic/aesthetic elements can be installed along surfaces and vertical elements to enhance the trail experience.



Ramps of various sizes and types should be installed to provide access to trails for all user types.

- **Wheelchair Ramps** are commonly installed where an off-street trail reaches an on-street intersection to ensure crosswalk access. This ramp is intended to support access for persons in a wheelchair, but they also support bicyclists, persons with some physical limitations, and parents with strollers. ADA markings are required to convey a crossing.
- **Vehicle Access Ramps** should be used where there is planned access for maintenance or emergency vehicles.
- **Curb Ramps** are used in instances where trails intersect roadways or driveways. These will be commonly used in conditions where trails run along the street.
- **Bike Ramps** may be installed where access from on-street bike lanes to off-street trails is desired but doesn't align with an intersection or legal crossing of the roadway. These are similar to wheelchair ramps, but include "Bike" stenciling to convey its special function.



PLACEMAKING AMENITIES

Addison Trails are a defining element of the Town. As the system grows, Addison will be known for its quality trails and bike and pedestrian friendliness. Incorporating specific placemaking amenities will add to the Town’s image and quality system. The following amenities create visual interest and make the Addison trail experience more memorable.



Trail Design Themes

The Town is encouraged to choose a design theme for each of its major trails to support a sense of place and uniqueness. Chapter 5 identifies major trail alignments and local connections and applies nomenclature to distinct and important alignments. While the nomenclature in this plan is only a suggestion, the table below provides additional direction on how to establish unique features along specific stretches of trail.

Trail Gateways

The intent of a gateway is to increase the visibility of the trail from roadways and trails. Trail gateways are typically installed at a trail access point or trailhead, and/or at the transition from an on-street trail to an off-street trail system. A gateway should establish a unique design theme and character for the trail or trail system. Gateways can be comprised of a variety of design features including monumental signage, decorative pavement, seat walls, stone-clad columns, custom fencing, etc.

Table 4-1: Trail Systems and Design Themes Example

Trail Name	Icon	Theme	Forms & Materials	Gateway Feature
A unique trail name that brands an alignment to establish its identity	A graphic symbol that relates to the trail name and is depicted on trail signage	A broader theme that nods to Addison’s culture, history or nature	Unique placemaking elements and site furnishings specific to the trail theme	Small or large elements that assume the form of a decorative feature that attracts attention, public art pieces, or interpretive areas

Interpretive Features and Signage

Interpretive features and signage provide visitors, commuters, and residents with a unique perspective or story that enriches their trail experience. Interpretation can cover a wide range of subjects including interesting facts about the site location, history, culture, or other topics. Typically, these features are signs, yet other forms of interpretation may include immersive sculptures demonstration areas. These areas may be highlighted by a change in trail surface to expand the experience into a larger interpretive area.

When providing interpretive signage, choose subject matter with an audience in mind. A trail that is likely to attract new users warrants a “Did you know?” sign installation. Whereas a short, neighborhood-serving trail might include a small sign to identify a unique tree or provide direction to a special view.

Public Art

Addison is already known for its public art and its trails present a wonderful opportunity to showcase it. The planned Art Walk trails in South Quorum will incorporate art as a way establish a destination and encourage exploration. Ideally, the art or amenity is large scale and related to Addison’s identity. Successful trail art has longevity, is memorable and visually rewards trail users. In instances where public art already exists and is visibly accessible wayfinding signage should be provided or sight lines preserved.



Play Elements

Instead of using trails as a means to get from one place to another, trails may be destinations in and of themselves. Buffers adjacent to trails provide opportunities to activate a trail edge with spaces for fitness and play. These elements may include nature play elements (e.g., climbing rocks, stepping stumps, spinner poles), fitness stations, interactive art and interpretive features. These elements may be interspersed along a corridor or clustered together near an access point or trailhead.



Formalized Pause Points

Formalized pause points with seating may be considered where trail width is sufficient. These areas are recommended to be shaded, landscaped and marked with special paving to provide comfort and a natural appeal. While these areas are intended to provide a formal space for social interaction, they may also provide space for trail pull-offs to accommodate social distancing and a variety of movement patterns and fitness levels.



SITE FURNISHINGS

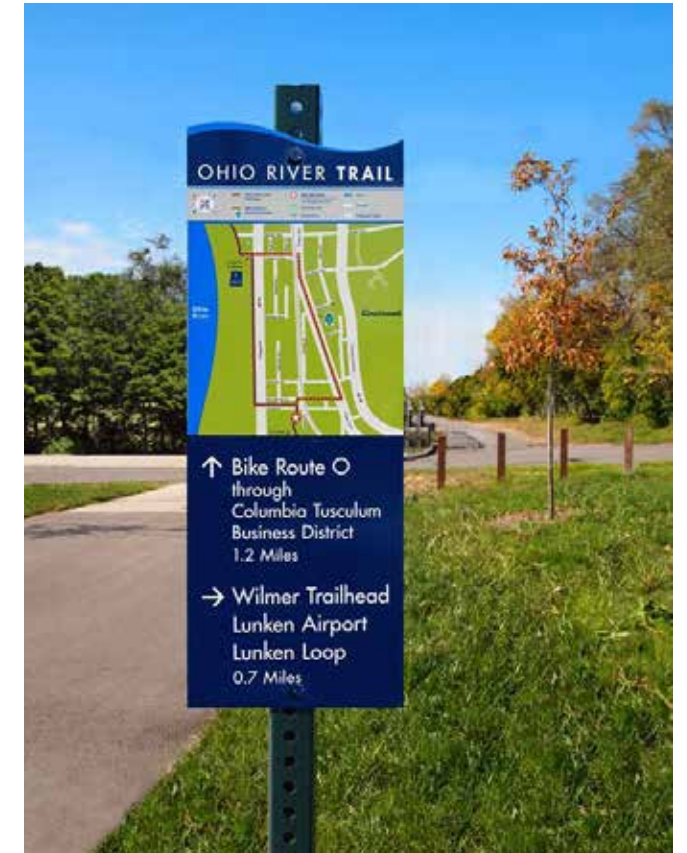
Trails can be supported by numerous amenities to increase enjoyment and use.

Signage

Addison desires signage and information that balances the display of information without overdoing it and creating sign clutter or obstructing views along trails. The following signage types may be strategically used along trails:

Identification and wayfinding signage identify the trail by name, provide wayfinding or directional information, and identify locations of destinations and amenities. These signs are typically posted at trail entry points and intersections and should identify the system by name and potentially an iconic trail symbol. These signs may be applied to trail systems that will regularly draw new users or people unfamiliar with the surrounding, such as regional trails or trails in Central Addison. Wayfinding is intended to guide trail users to useful or interesting resources such as, trailheads, public restrooms, food locations, or unique points of interest.

Milestone markers are special signs with location information that provide recreation benefits and enhance safety. Recreational users can utilize the sequentially numbered signs to track distances traveled on their run, walk, or bike ride. For safety, that same numbering system can be utilized by emergency response crews to locate trail users in need of assistance.





Regulatory signs are generally limited to “Trail Rules” that are posted at trailheads and access points. Rules and regulation signage may include postings such as, no motor vehicles, no trespassing, dismount bike zones, dog ordinance, stop and yield signs, pass left/keep right, and temporary trail closures.

Warning signs are very similar to traffic signs by alerting users to changes in the trail such as curves, narrowing, cross traffic, steep grades, and areas of potential high water.

Sponsorship signage Additionally, partnership agencies may be included as information beneath the identification signage to identify participating agency brands.

Lighting

Lighting supports a safer user experience and is designed and installed to reduce impacts to adjacent land uses. Directional (LED) lights offer a precise direction of light that limits ambient spillover in unwanted areas such as private property and sensitive natural areas. When possible, lighting should be installed closer to the ground than streetlights, providing a pedestrian-scaled aesthetic and use.



Seating

Addison encourages a variety of seating types throughout the network yet seeks consistent styles per individual trail or neighborhood. Durable, accessible custom seating, such as chairs, seat walls, artistic benches, or alternative seating options are encouraged, subject to the approval of the Town. Local materials such as excavated limestone may be reused to create unique seating alternatives. General tips for seating include:

- Locate where natural surveillance is maximized, such as near trail entry/exit points or within clearings in the landscape.
- Deploy at regular intervals (optimum: ½ mile) to provide opportunities to rest.
- Consider the user experience; locate beneath shade when possible and at a scenic location.
- Provide space adjacent to seating to meet ADA requirement for universal access.
- Design in a manner to prevent skateboarding and other damaging activities.
- Select to deter long-term occupancy and social distancing. Backless benches or mid-point armrests should be considered as well as armchair variations.





Picnic Areas

Picnic areas may be considered along trail corridors with sufficient width, such as greenbelts. Although, parkland is a more appropriate space for these areas. Instead, consider installation of a shaded area with benches or chairs and a small table.

Small Shelters

Small shelters are preferably located in adjacent park sites or at trailheads. They may be considered at trail nodes with sufficient width such as formalized pause point or in areas with high trail activity and a lack of tree shading. These shelters are small, but large enough to accommodate a seating area.



Bike Racks

Bike racks are included where there are points of interest directly accessible at the trail edge. These may include parks, trailheads, public restrooms, interpretive/art areas. However, in most circumstances, the destination will be a private entity, such as a shop or restaurant. In these instances, the bike racks should be placed along the trail alignment, in the trail buffer. Additionally, it may be preferable to work with the destination's site manager or owner to consider a private installation adjacent to the trail alignment.



Bike Repair Stations

Bike repair stations are a desirable amenity but are site-specific and do not serve all trails users. As such, these should be limited to regional trails and located at trailheads or at key trail intersections.

Fitness Stations

Fitness stations may be considered along trail corridors with sufficient width such as greenbelts. Stations should be grouped to offer multiple exercises within a defined and highly visible space. Ideally, these fitness stations are shaded, easily accessible yet separated from the trail, and includes instructional signage.

Trash Receptacles

Trash receptacles are to be installed at trail entry points and as-needed (or as-anticipated).

Engaging the Town's operations staff is highly encouraged to optimize placement and validate the likely need.

Dog Waste Stations

Addison is considered a dog-friendly community. As such, accommodations should be made along all neighborhood-loop trails to ensure dog waste is properly disposed.

Drinking Fountains

As a high-maintenance amenity, drinking fountains are encouraged only at trailheads and parks where management is optimized.



Fencing

In general, fences should be used only when required by code or to address a hazard, establish rights-of-way, or protect privacy. This approach will help ensure safe access to trails whenever possible. Additionally, fences and railings should be designed in a way that is attractive, durable and consistent with exiting neighborhood-character aesthetics and styles.

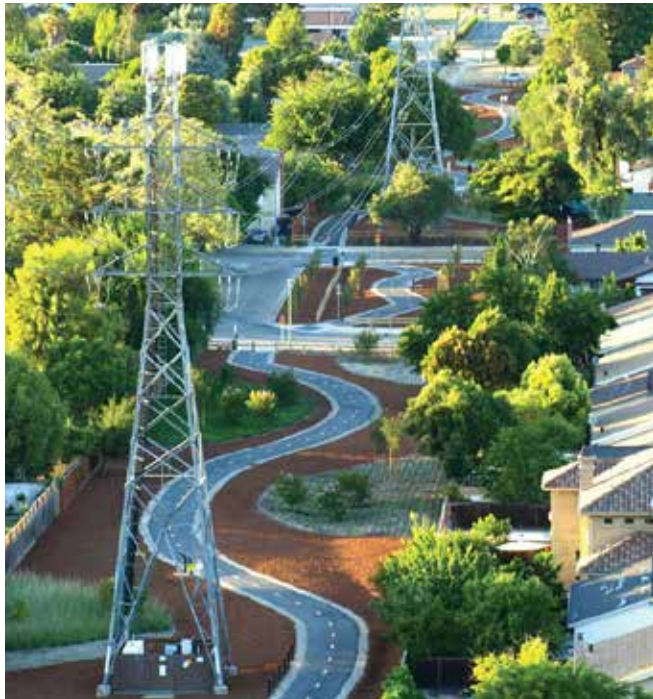
Bollards and Gates

Bollards can be installed at trail entries from roadways and are intended to prevent or discourage vehicular trespassing upon a trail. A swing arm gate may also be used when sufficient width exists and there is a regular need for vehicular access to the trail while preventing illegal entry.

Restrooms

Restrooms are preferably located in adjacent park sites or at trailheads to leverage existing maintenance.





LANDSCAPING

Addison trails will be developed through a variety of urban and natural landscapes. Trail construction should always leverage the existing landscape, enhance when possible, and mitigate when required. Furthermore, all trail construction projects should protect the existing tree canopy for shade purposes and environmental benefits. While tree lined trails with enhanced landscaping is the image Addison seeks to achieve, certain trail corridors will require special landscaping treatments. These are summarized as follows.

Utility Corridors

Plantings in utility corridors (underground and overhead) may have restrictions that impact species selection and locations where plantings are allowed. While limited, most locations should offer opportunities to restore or incorporate native, unornamental vegetation along the trail corridor to create a more natural trail experience and support the ecological function of the open space area.

Street Corridors

Landscaping in street corridors should follow direction from the Master Transportation Plan and the Parks and Open Space Master Plan. In general, street trail corridors incorporate landscape buffers w/ street trees and a blend of plantings. When trail width is not available to establish a lush, landscaped environment, priority should be given to establishing a safe buffer that is easy to maintain.



Park Corridors

Trails passing next to existing parks and in greenways should leverage irrigation availability. Landscaping on the trail should blend seamlessly with the design of the park. Grass turf may be provided immediately along the trail or in specific places to support recreation needs; however, the entire corridor should not be maintained that way and may include native plantings and trees.

Riparian Corridors

If landscaping is allowed, vegetation should be native (local, ideally watershed specific), non-invasive, or non-hybridizing species. The plantings should contribute to the stabilization of these corridors by providing wildlife habitat, protecting water quality, filtering stormwater runoff, enhancing urban trees and connecting people to nature.

Enhanced Landscape

An enhanced planting palette, including ornamental and nonnative plants, is most appropriate at points of entry, intersection or pause.

Best Practices

- Use lower-maintenance plants
- Select trees to provide shade and visual interest
- Seek to landscape 50% of site area when extensive buffering is required
- Favor native (local, ideally watershed specific in riparian corridors) or climate appropriate plants
- Leverage existing landscapes and determine if supplemental landscape offers value
- Place plants and trees based upon mature growth. Avoid roots uplifting trails and shrubs encroaching upon trail.



5

Priority Projects

This chapter takes a deeper dive into several of the key projects included in the full Future Trail Network described in Chapter 4. While all alignments and segments included in the Future Trails Network are deemed important, this chapter focuses on projects that 1) require immediate or short-term action, 2) comprise multiple trail types and/or navigate more challenging contexts, and 3) include technically difficult design challenges.

The Priority Projects are organized into three categories, including:

- Major East to West Alignments
- Major North to South Alignments
- Local Connectivity

The chapter concludes with a section highlighting various reasons to and different types of partnerships. It highlights the importance of partnerships for realizing the community's trail vision and many aspects of plan implementation.



Town of Addison
Perennial Trials Gardens
October 2015

Special thanks to Southwest Wholesale Nursery,
Shades of Green, and Green Lake Nursery
for their generous donation of plant materials.

Major East to West Alignments

COTTON BELT TRAIL (ALONG THE DART SILVER LINE REGIONAL RAIL CORRIDOR)

The DART 2030 Transit System Plan (TSP) identified the Cotton Belt Corridor as a priority project. The project was accelerated to a 2022 completion target in DART's FY2017 Twenty-Year Financial Plan. In conjunction with the Regional Rail improvements, DART is working with local jurisdictions and the North Central Texas Council of Government (NCTCOG) to implement a corridor-wide hike and bike trail as an important component of the regional trail network referred to as the Velo Web. The DART owned right-of-way is approximately 100 feet wide. Although final design may modify this slightly, the hike and bike trail will typically be 12 feet wide. It can range between 10 to 14 feet wide depending on the location.

Important Design Details and Considerations

- Access to the Cotton Belt Trail should be created



Figure 5-1: Cotton Belt Trail Connection to the "Rail Trail"

at Marsh Lane, Surveyor Boulevard, Midway Road, Addison Road, Quorum Drive and Spectrum Drive.

- The trail width should be at least 12 feet through Addison to accommodate the large volume of users and variety of user types anticipated.
- The segment between Addison Road and Quorum Drive should be at least 14 feet wide or supplemented with an additional parallel walking path.
- A trailhead should be provided at or near the DART rail station between Addison Road and Quorum Drive.
- An additional layer of amenities should be provided along the trail through Addison, especially between Addison Road and Spectrum Drive; additional amenities should include benches, shade coverings, short-term and long-term bike parking, drinking fountains, trash and recycling receptacles, and a combination of wayfinding, identity, and interpretive signage.
- Public art of different types should be integrated into the trail design throughout Addison.

BELTWAY DRIVE MOBILITY CORRIDOR

As described in Chapter 4, Beltway Drive can provide a critical east-west connection running parallel to Belt Line Road, as well as a connection north to Belt Line Road near the center of Addison. The Beltway Drive Mobility Corridor provides an important connection through Southwest Addison on a relatively low traffic roadway.

Important Design Details and Considerations (from west to east)

- Create a safe crossing of Marsh Lane on the west end of Beltway Drive to Garden Brook Drive.

- Reduce Beltway Drive to a single lane in each direction through its entire length.
- Stripe bike lanes on both sides of the roadway from Marsh Lane to Midway Road.
- Add a continuous widened sidewalk that is buffered from traffic, extending from Les Lacs Park east and continuing north to Belt Line Road.
- Prioritize safe pedestrian and bicycle crossing of Midway Road.
- Add sharrow markings and other bike boulevard amenities east of Midway Road where the curb-to-curb width of Beltway Drive is especially constrained.



Figure 5-2: Beltway Drive Bike Lanes and Wide Sidewalk

"POWER LINE" CONNECTOR (ONCOR EASEMENT THROUGH FARMERS BRANCH)

East-west connectivity is extremely limited through Addison south of Belt Line Road, especially between Midway Road and Inwood Road. The Redding Trail is one of the most popular trails in Addison and may provide the inspiration for a solution to this challenging gap in the larger transportation network. Working with Farmers Branch, the Town of Addison should partner with Oncor to develop an east-west trail connection along the power line easement extending between Midway Road and Inwood Road.

Important Design Details and Considerations

- The Redding Trail should be extended along the Dog Park at its eastern terminus and extended

further through the Oncor easement to Midway Road.

- A new mid-block crossing with signalization should be added to Midway Roadway beneath the power line corridor.
- A new multi-use trail of at least 10 feet in width should be constructed just south of the powerline corridor and just north of the rail line where it begins at Gillis Road.
- Low landscaping should be planted along the new trail alignment where space allows.
- Create a connection along the western side of Inwood Road connecting the east terminus of the "Power Line" Connector to Landmark Place.
- Amenities along the "Power Line" Connector should include seating and trash/recycling containers.

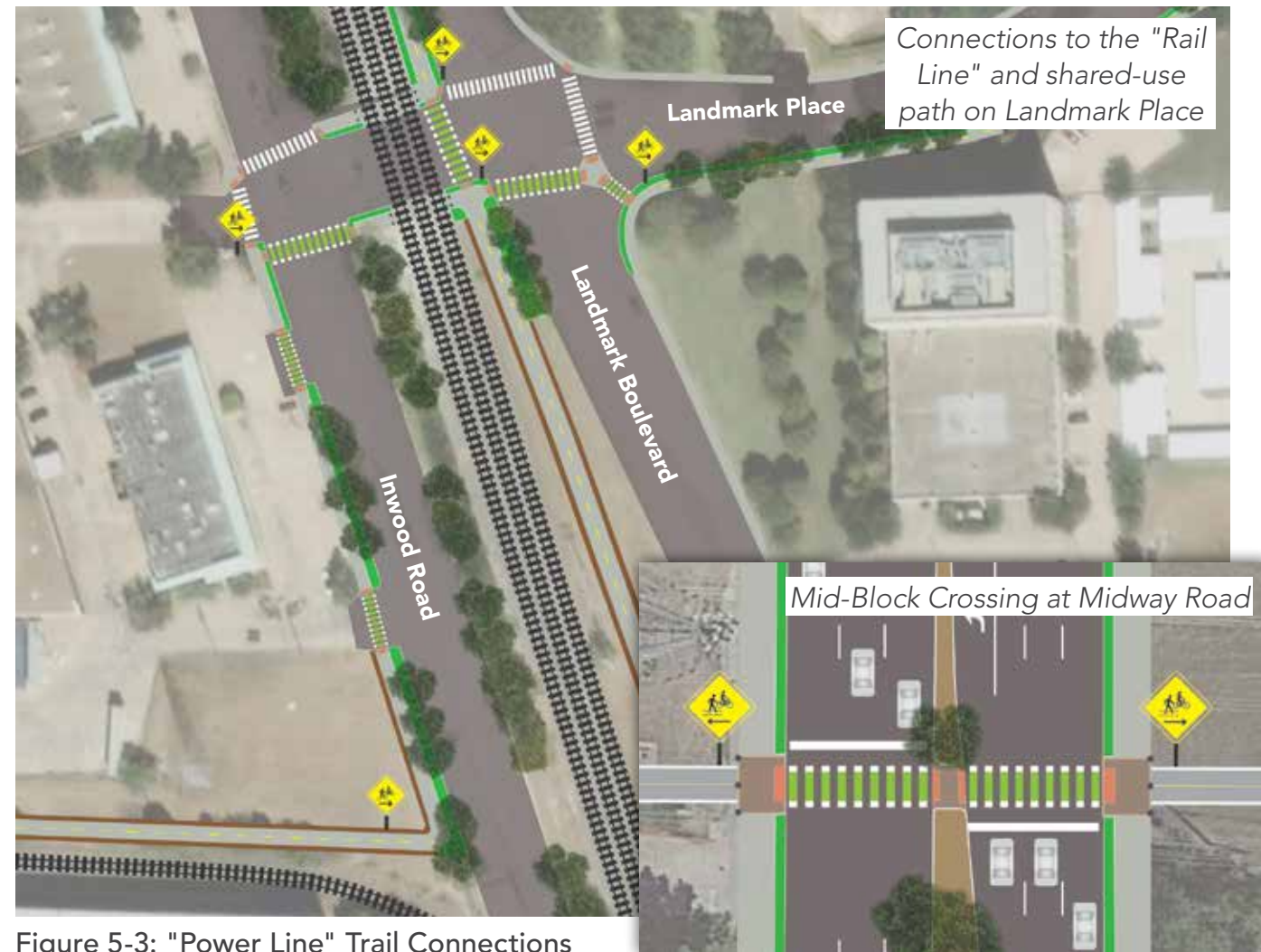


Figure 5-3: "Power Line" Trail Connections

BELT LINE MULTI-MODAL SEGMENTS

Belt Line Road is the major east-west connector through Addison. As such, it also has the highest traffic volumes of any roadway in the Town with the exception of the Dallas North Tollway. It also includes the greatest concentration of dining, hospitality and entertainment destination in Addison and perhaps the region. Movement along the corridor and across the corridor should be equally prioritized through implementation of the Trails Master Plan.

Important Design Details and Considerations

- Wide sidewalks buffered from the travel lanes with landscaped planting strips should be added on the north side of Belt Line Road from Marsh Lane to Beltway Drive and on the south side of Belt Line Road from Marsh Lane to the Dallas North Tollway.
- In locations where it is not feasible to include

a landscaped buffer between the curb and the sidewalk, planting areas should be included behind the sidewalk as part of the property frontage/setback.

- Enhanced pedestrian crossings should be constructed along Belt Line Road at Marsh Lane, Midway Road, Beltway Drive, Addison Road, Quorum Drive, and Dallas North Tollway.
- A shared-use path should be improved along the north side of Belt Line Road from Beltway Drive to the Dallas North Tollway.
- A shared-use path should be added along the south side of Belt Line Road from the Dallas North Tollway to Winnwood Park.
- Driveway access to businesses along Belt Line Road should be consolidated and shared to the extent possible.
- At busy and offset driveway access locations, pedestrian crossings with markings should be encouraged.



Figure 5-4: Belt Line Road Shared-Use Path

Major North to South Alignments

MIDWAY ROAD IMPROVEMENTS

One of the early implementation projects resulting from the Master Transportation Plan is Midway Road. It includes a shared-use path along the newly constructed roadway as part of the recommended Active Transportation network.

Important Design Details and Considerations

- Midway Road is being improved from Spring Valley Road north to Arapaho Road.
- The shared-use trail will have a typical width of 8 feet and be separated from the travel lanes by the curb and a landscaped buffer in most locations.

The shared-use trail will narrow to a 6-foot width in certain locations and may not include a landscaped buffer where turn lanes require additional right-of-way.

- The shared-use trail runs along the west side of Midway Road south of Belt Line Road and switches to the east side of the roadway north of Belt Line Road.
- The trail along Arapaho Road will be connected to Midway Road as part of the current roadway improvement project.
- The shared-use trail should be extended north from Arapaho Road to Keller Springs Road in the future to provide a critical link in a loop around the Addison Airport.

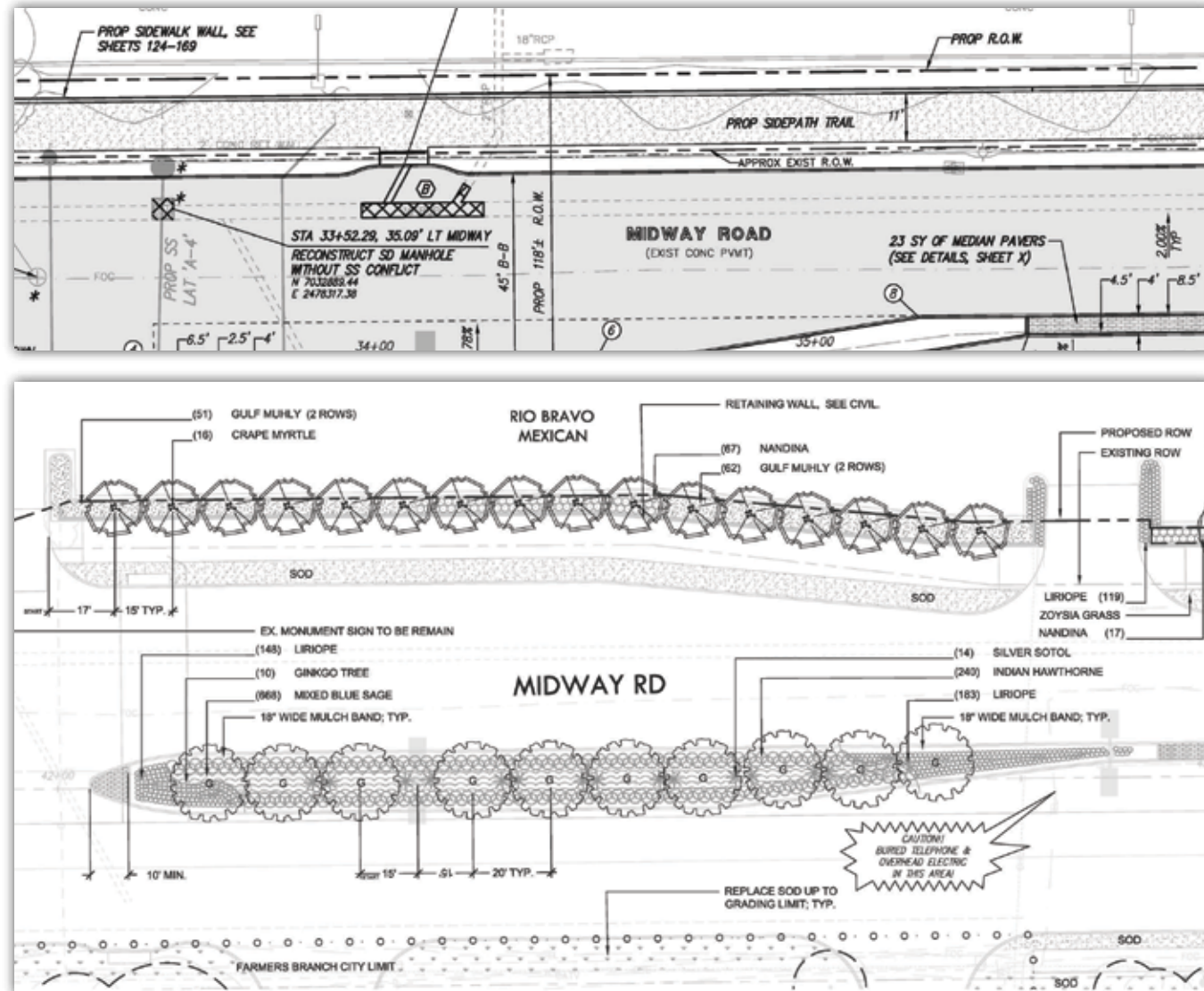


Figure 5-5: Midway Road Construction Drawings

INWOOD "RAIL TRAIL" TO ADDISON CENTRAL

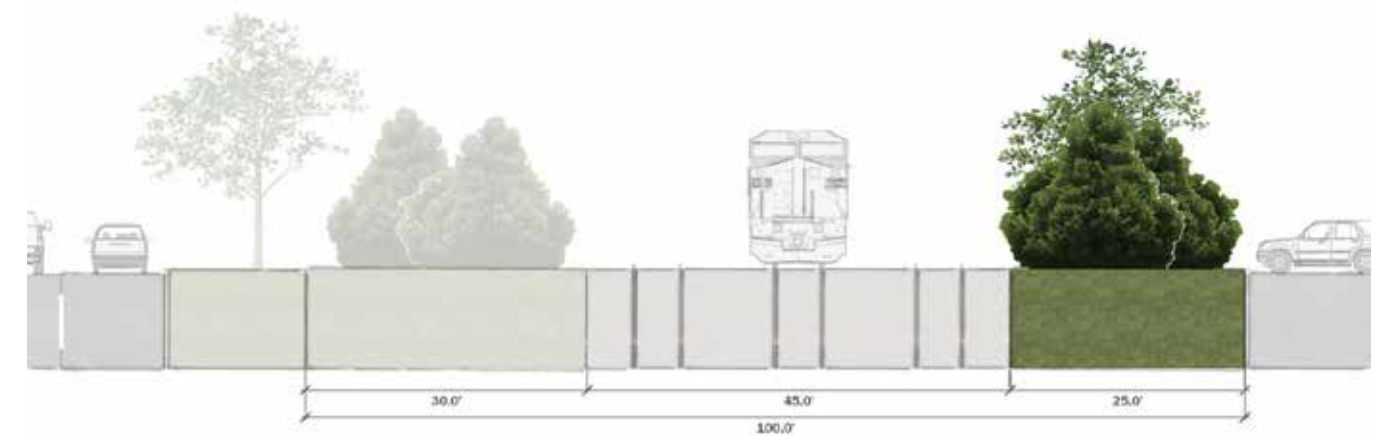
The Inwood "Rail Trail" will provide a necessary connection from the "Power Line" Connection and a shared-use trail along Landmark Place north to Belt Line Road and the Cotton Belt Trail.

Important Design Details and Considerations

- The connection to a rail trail alignment south of Addison in Farmers Branch should be carefully planned and coordinated to ensure a seamless trail experience and a consistent or compatible trail design.
- A regional shared-use trail should be constructed along the east side of the rail alignment north to Inwood Road where it crosses the railroad tracks.

- The regional shared-use trail should be at least 10 feet in width with public art and other amenities strategically located along the alignment.
- The regional shared-use trail should connect to a shared-use trail along the east edge of Inwood Road at the railroad crossing, providing trail users a safe connection north to the signalized intersection of Inwood Road and Belt Line Road.
- The intersection of Inwood Road and Belt Line Road should be improved to provide safe crossings for pedestrians and bicyclists.
- A shared-use trail along the north side of Belt Line Road should connect trail users to another regional shared-use trail connection running along the west side of the rail alignment north of Belt Line Road.

Existing Condition Typ. (east of Inwood Road, looking north)



Proposed Condition Typ. (east of Inwood Road, looking north)

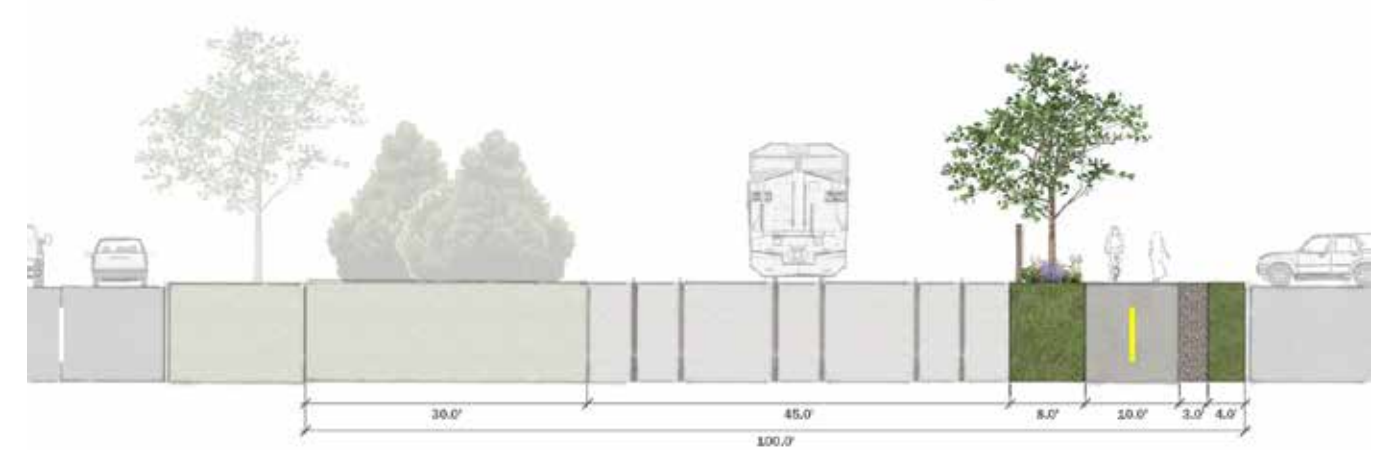


Figure 5-6: Inwood Road "Rail Trail"

ADDISON ROAD TRAIL

Addison Road provides the most continuous north-south connection through Addison east of Midway Road. It extends from Belt Line Road to the northern border of Addison. Trail improvements along this important corridor include a combination of wide sidewalks with buffers and shared-use paths along the street.

Important Design Details and Considerations

- Wide sidewalks with buffers should be provided between Belt Line Road and just south of the Cotton Belt Trail, and from Airport Parkway to the Town's northern boundary.
- A shared-use path along the street should be added on the east side of Addison Road from just south of the Cotton Belt Trail to Airport Parkway.
- A wider shared-use pathway should be considered along the western edge of Addison Circle Park and the Addison Conference and Theatre Centre.
- Pedestrian crossing enhancements should be made at the intersection of Addison Road with the Cotton Belt Trail, Festival Way, Airport Parkway, and Westgrove Drive.

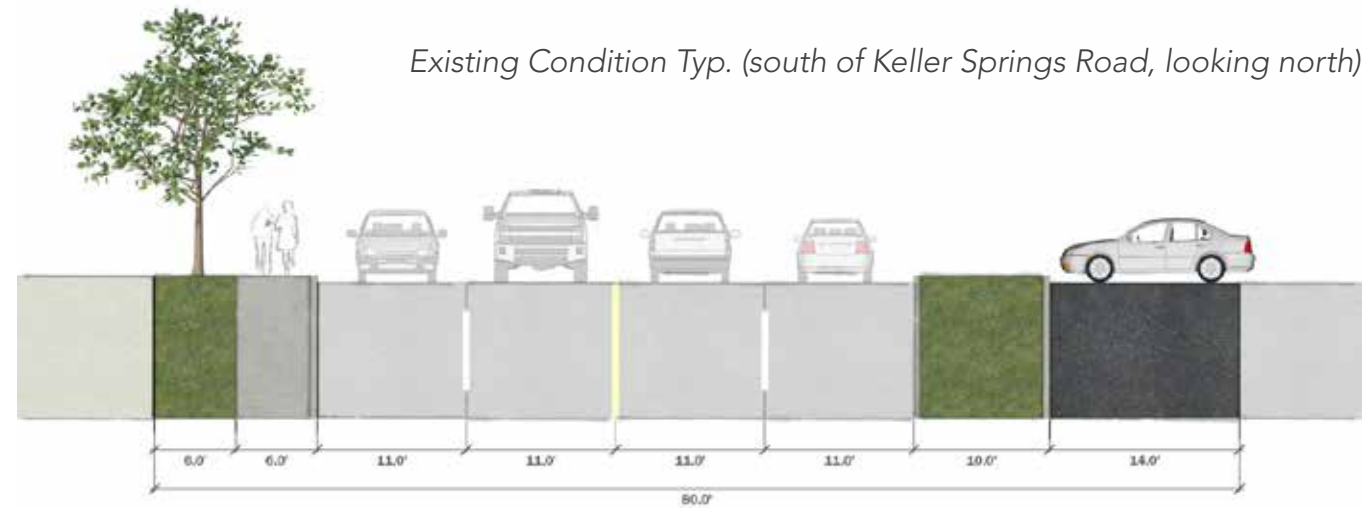


Figure 5-7: Addison Road Shared-Use Path

QUORUM DRIVE TRAIL

Quorum Drive has tremendous potential as a high-quality north-south connector extending from South Quorum to North Addison. Quorum Drive through Central Addison is already one of the most desirable pedestrian environments in the Town and the Art Walk and roadway improvements planned for South Quorum further enhance this key corridor.

Important Design Details and Considerations

- Shared-use paths should be added on both sides of Quorum Drive from Landmark Place to Festival Way.

- The existing wide sidewalks along Quorum Drive through Central Addison should be paired with bike boulevard enhancements to the roadway.
- Signage should be added at the north and south ends of the bike boulevard segment to help bicyclists navigate from the shared-use paths behind the curb to a shared travel lane configuration.
- Pedestrian crossing enhancements should be made at the intersection of Quorum Drive with the Cotton Belt Trail, Festival Way, Airport Parkway, Keller Springs Road, and Westgrove Drive.
- The Art Walk should be extended north along the entire length of Quorum Drive.

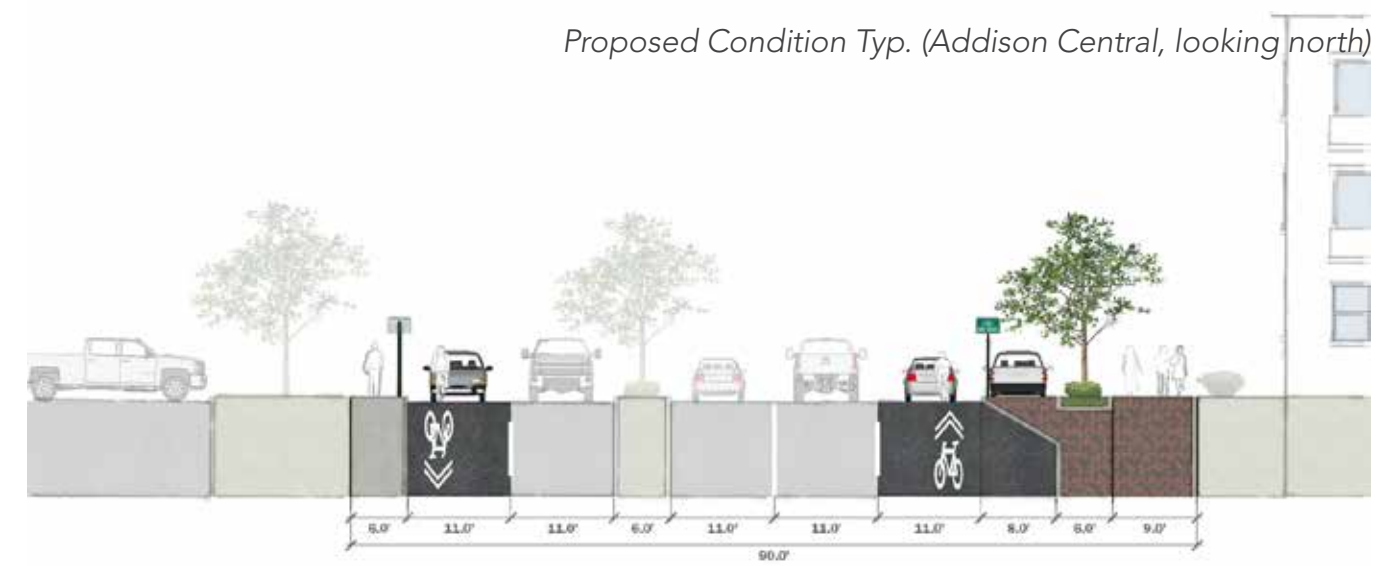


Figure 5-8: Quorum Drive Bike Boulevard

WESTGROVE DRIVE CYCLE TRACK

Another exciting project that is an important priority for North Addison is the construction of a two-way cycle track on the north and east sides of Westgrove Drive. This trail alignment will provide a high-quality bicycle facility connecting North Addison to Carrollton and Dallas.

Important Design Details and Considerations

- A two-way cycle track should be constructed in the roadway next to the curb on the east side and north side of Westgrove Drive from the northern boundary of Addison to the Dallas North Tollway.

- The on-street two-way cycle track treatment should transition to back of curb at intersections to improve bicyclist safety and minimize conflict points.
- Signals at the intersections of Westgrove Drive with Addison Road and Quorum Drive should be augmented to include cycle-specific signalization; signalization should explore giving pedestrians prioritization with advance timing over bicycles, as well as giving bicycles advance timing over motorists.
- Transitions to traditional bike lanes, sidewalks or a shared route configuration using both sides of the roadway should occur within Addison's boundaries to avoid the two-way cycle track ending abruptly and putting cyclists in an unsafe contraflow situation.

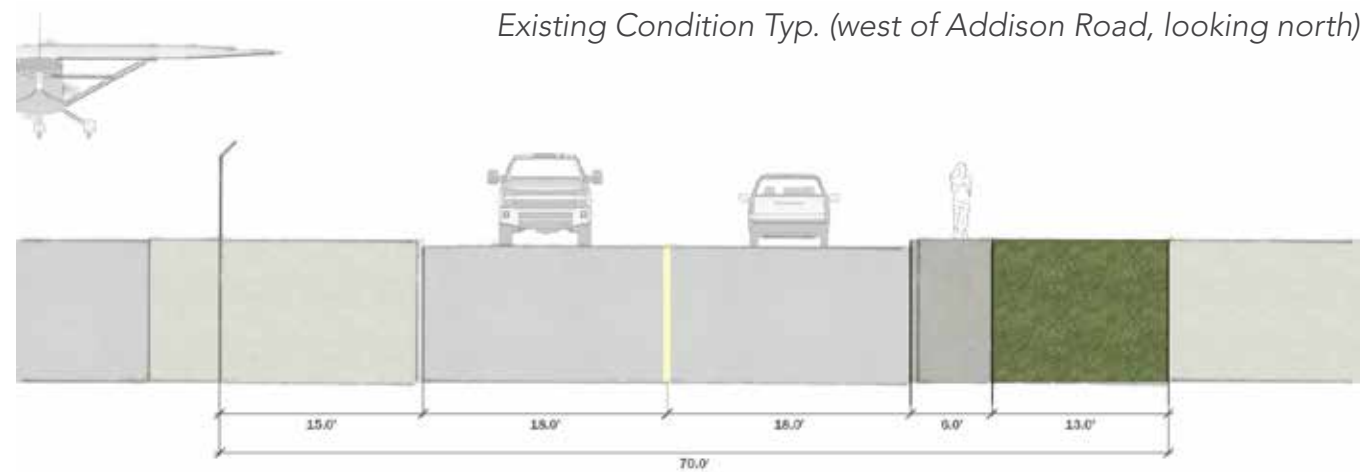


Figure 5-9: Westgrove Drive Cycle Track and Wide Sidewalk

Local Connectivity

"WOODED WALKWAY" IN EAST ADDISON

One of the few remaining opportunities to create a more traditional trail through a natural area exists in East Addison. A local shared-use trail is recommended between the Dallas North Tollway frontage road and the east side of the Tollway to the Town Finance Building and Winnwood Park. The portion between the frontage road and Montfort Drive would use an improved fire lane on the south edge of the Village on the Parkway property. From Montfort Drive to Belt Line Road, the desire is a combined boardwalk and trail alignment along the drainage that runs behind the commercial properties at Prestonwood Pond II, the Town Hall Building and the Town Finance Building.

Important Design Details and Considerations (for the segment from Montfort Drive east)

- Construct a midblock crossing of Montfort Drive where the local shared-use trail crosses the roadway.
- Construct a boardwalk along or across the Prestonwood Pond.
- Construct a decomposed granite trail from the east side of Prestonwood Pond to the drainageway behind the commercial structure at Prestonwood Pond II.
- Construct a boardwalk above the drainage way or cantilever a trail off the parking structure of

Prestonwood Pond II to connect to the southwest corner of the Town Hall grounds.

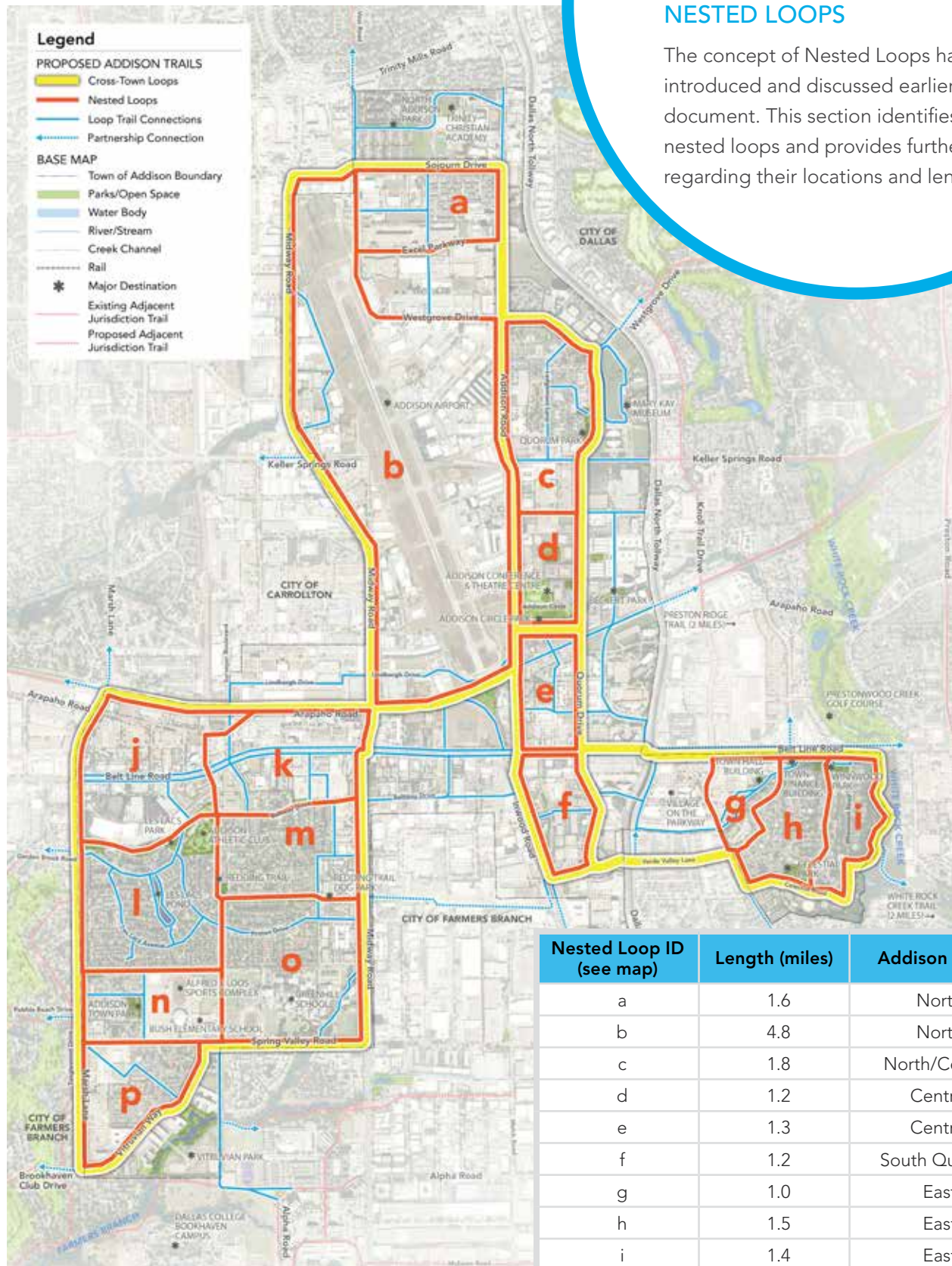
- Widen and reinforce the existing paths south of the Town Hall Building and extend east and north to the Town Hall Square commercial development parking lot.
- Construct a trail connection or designated pedestrian connection along the south edge of the Town Hall Square commercial development parking lot.
- Utilize the median in Oaks North Drive to create an offset pedestrian crossing with a pedestrian refuge island.
- Construct a trail along the south edge of the Town Finance Building property.
- If the Town is able to purchase the property east of the Town Finance Building, then construct a trail connection to Winnwood Park and consider adding a trailhead at this location.
- If the Town does not purchase the property east of the Town Finance Building, then connect to the south side of Belt Line Road and construct a shared-use trail east to Winnwood Park.

Note: If the shared-use trail connection along the drainageway south of Prestonwood Pond II proves too difficult or infeasible, the Town should work with the property owners to route a marked pedestrian connection through the parking lot and linking to the fire lane on the east side of the property and just west of the Town Hall grounds.



NESTED LOOPS

The concept of Nested Loops has been introduced and discussed earlier in this document. This section identifies several of the nested loops and provides further information regarding their locations and length.



Nested Loop ID (see map)	Length (miles)	Addison Area
a	1.6	North
b	4.8	North
c	1.8	North/Central
d	1.2	Central
e	1.3	Central
f	1.2	South Quorum
g	1.0	East
h	1.5	East
i	1.4	East
j	2.2	Southwest
k	1.7	Southwest
l	2.0	Southwest
m	1.6	Southwest
n	1.4	Southwest
o	2.0	Southwest
p	1.5	Southwest

Table 5-1: Nested Loops Identification

Figure 5-10: Proposed Trails Loop Concept

TOLLWAY CROSSINGS

The Dallas North Tollway is the most challenging barrier to walking and biking in Addison. Existing crossings at Westgrove Drive and Keller Springs Road should be improved for pedestrians and bicyclists. The new multi-use Cotton Belt Trail will provide one of the safest crossings of the Tollway for pedestrian and bicyclists. The rest of this section highlights recommended crossing locations at Belt Line Road and south.

Belt Line Overpass

- A shared-use path should be improved along the south side of the overpass of the Tollway along Belt Line Road.
- The shared-use path should be situated between the southernmost eastbound travel lane and the turnaround lane on the south side of the overpass.

- Improvements along the shared-use path should be explored, including:
 - Bollards on the north and south sides of the pathway.
 - Pedestrian lighting.
 - Covering protecting pedestrians from the sun and rain.
- Trim and/or adjust landscaping east and west of the overpass to ensure good sight lines and visibility for pedestrians and motorists.
- Conduct a traffic study to determine whether one or more slip lanes can be removed to ensure bicycle and pedestrian safety.

Pedestrian Bridge

- The Future Trail Network includes a pedestrian bridge over the Tollway between Belt Line Road and Verde Valley Lane, connecting the South Quorum area to the Village on the Parkway.
- If possible, the pedestrian bridge should be designed to also serve as a gateway to Addison.



Valley Verde Underpass

- The existing underpass extending east from Landmark Place in South Quorum east along Verde Valley Lane should be improved to create a safe and comfortable connection for pedestrians and bicyclists.
- Traffic counts suggest that a travel lane may be taken away to accommodate development of a wider shared-use path on one side of the underpass.
- Ideally, this path is situated on the south side of the underpass and ties into a shared-use path on Quorum Drive.

- Other improvements along the shared-use path under the underpass may include:
 - Bollards separating vehicular traffic from pedestrians and bicyclists.
 - Pedestrian lighting that is shielded from automobiles.
 - Art or mural installations.
- Bike boulevards or bike lanes may also be considered on either side of the underpass, so long as wide sidewalks connect to the underpass both west to Addison and east to Dallas.



Figure 5-11: Valley Verde Underpass

Partnerships

As has been discussed throughout the Master Plan, implementing the full Future Trail Network envisioned by the community will require that Addison collaborate with neighboring jurisdictions, regional organizations and private property owners.

REGIONAL CONNECTIVITY

There are five important ways in which Addison must collaborate and coordinate with local and regional agency partners. These are summarized below.

Shared Jurisdiction of Important Roadways. Marsh Lane, portions of Midway Road and portions of Belt Line Road are all examples of roadways with shared jurisdiction. In some cases, jurisdictional responsibility is split at the center line of the roadway and in other cases jurisdictional responsibility switches as you move long a roadway. In both instances, coordination with the other responsible jurisdictions will be critical to the implementation of the envisioned trail network.

Key Crossings and Connections to Neighboring Pedestrian and Bicycle Routes. Truly connecting across Addison and to the neighboring and regional trail network will require collaboration and partnerships with the Farmers Branch, Carrollton, Dallas, and the Dallas North Tollway.

Critical Connections Outside of Addison.

Connections from Addison's Future Trail Network to other regional trails and destinations will require coordination with neighboring jurisdictions. The most important of these partnerships, based on the recommendations highlighted above and in Chapter 4 of the Master Plan, will be with Farmers Branch and the City of Dallas.

Trail Improvements Along Utility and Rail Corridors.

Implementing these key trail connections will require coordination with utility and rail operators to establish use agreements, as well as mutually agreed upon designs, construction arrangements and maintenance agreements.

Regional Trail Improvements. The Cotton Belt Trail improvements will require continued coordination with DART to ensure that the segment of the trail extending through Addison meets the standards and expectations established within this Master Plan. Addison also has an opportunity to play a bigger role in the discussion of regional trail connectivity moving forward and should be proactive in participating in North Central Texas Council of Governments (NCTCOG) Bicycle and Pedestrian Advisory Committee and associated programs.



COORDINATION WITH PRIVATE PROPERTY OWNERS

Partnerships with private developers will be critical in three primary ways throughout implementation. These are summarized below.

Constrained Rights-of-Way (ROW). In a few select cases, the envisioned trail improvements within or along roadways will require additional ROW to implement to the standards recommended in Chapter 4. The Town should work with private property owners to acquire necessary frontage to widen ROW to a sufficient width and to explore options for making trail improvements along the frontage of private parcels.

Local Shared-Use Trail Connections. Many of the local shared-use trail connections identified as part of Phase 3 of the Future Trail Network cross private property or run along the edge of private parcels. In nearly all cases, the recommended trail improvements are not possible given existing development and site improvements. The Town should work proactively with private property owners to educate them about the longer-term desire to add these connections and to integrate the local shared-use trail connections into redevelopment plans whenever those are developed.

Trailheads. As outlined in Chapter 4, a variety of trailheads and trail access points are included in the recommendations for the Future Trail Network. In many cases, the best opportunities to create new trail access points or parking opportunities at trail access points will be through partnerships with private property owners. Using existing off-street parking when it is not in use (often evenings and weekends) is one such opportunity. Use agreements should be established and signage and enforcement related to any necessary restrictions should be considered.

Action Plan

This plan will guide the Town for the next 10+ years. However, the majority of the priority projects in this chapter are recommended for construction within the next 10 years. These key projects will provide major cross town connectivity, establish neighborhood loops and link to regional destinations.

Tables 5-2 and 5-3 provide a summary of costs associated with the three high-level phases of Future Trail Network implementation.

Table 5-2 provides a summary of each phase with an indication of costs already accounted for in the 5-year Capital Improvements Program (CIP) and the percentage of project costs already planned for in the *Master Transportation Plan (MTP)*. At the highest level, the three phases generally break down to thirds. More specifically, Phase 1 accounts for 35.2% of the total estimated system cost, Phase 2 accounts for 25.9% of the total estimated system cost, and Phase 3 accounts for 38.9% of the total estimated system cost.

Table 5-3 provides a more detailed breakdown of each phase by trail type and includes a total quantity of linear feet per phase, overall linear feet for each trail

type and the per linear foot and total cost for each trail type. The total miles of facilities included in the Future Trail Network totals approximately 37.9 miles. Of that total, approximately 30% of the network will be sidewalks with buffers, 23.5% will be shared-use path along streets, and 17% will be local shared-use trail. The other significant portions of the system include approximately 13% as bike boulevards, 6.5% as regional shared-use trail, 4% as two-way cycle tracks, 3% as buffered bike lanes, and approximately 3% represent priority shared-use paths with partners.

The cost estimates for each trail type include allocations for site preparation and survey; removal of existing paving, landscaping, etc.; all hardscape and landscape materials; miscellaneous drainage improvements; and contractor mobilization, overhead and improvement, and contingency (at 35%). Cost estimates do not include provisions for property acquisition; signage for types other than the bike boulevard; or educational programming. All cost estimates are in 2021 dollars and do not include provisions for inflation or escalations.

Table 5-2: Estimated Cost by Phase

Phase	Total Cost	Percent of Total Cost	MTP Project Overlap Percentage
Phase 1 (Funded)*	\$6,121,200	12.5%	95.4%
Phase 1 (Planned)**	\$11,124,700	22.7%	80.0%
Phase 2	\$12,687,700	25.9%	66.2%
Phase 3	\$19,082,700	38.9%	43.3%
Grand Total	\$49,016,300		

*Includes six FY 2000-21 Five-Year Capital Improvements Program projects and three others identified in Chapter 2.

**Includes all other Phase 1 projects identified in this Master Plan

Table 5-3: Action Plan Matrix

Typology	Description	Linear Feet					Cost per Linear Foot	Total Cost
		Phase 1 Funded*	Phase 1 Planned**	Phase 2	Phase 3	All Phases		
Wide Sidewalk w/ Buffer	8-10' sidewalks w/ 3' minimum buffer (preferred 8' landscaped buffer separated from traffic)	6,800	12,300	26,100	17,800	63,000	\$244	\$15,369,100
Separated Shared-Use Path Along Street	10-14' trail w/ minimum 3' buffers on both sides (preferred 8' landscaped buffer separated from traffic)	12,200	12,300	12,400	12,800	49,700	\$294	\$14,589,100
Regional Shared-Use Trail	10'-12' trail w/ 2' minimum buffers on both sides (when required, 10-15' buffer with landscape screening) or 6'-10' additional trail width (etched concrete) w/ 2' minimum buffer	2,100	8,200	3,800	-	14,100	\$183	\$2,579,400
Local Shared-Use Trail	10'-12' trail w/ 10-15' buffer with landscape screening (2' minimum buffers required on both sides)	700	4,500	4,700	26,000	35,900	\$422	\$15,165,000
Partner Shared-Use Path***	10'-12' trail w/ 2' minimum buffers on both sides	2,200	3,700	-	-	5,900	\$91	\$539,600
Bike Boulevard	Signage and stencil sharing a 14-16' travel lane	-	27,500	-	-	27,500	\$9	\$259,900
Bike Lane	6' bike lane stencil/striped w/ bolted plastic reflectors	-	-	-	-	-	\$25	\$0
Buffered Bike Lane	5-7' bike lane stencil/striped w/ minimum 3' buffer and bolted plastic separators or another physical barrier	-	5,800	-	-	5,800	\$31	\$180,100
Two-Way Cycle Track	8-12' cycle track stencil/striped w/ minimum 3' buffer and bolted plastic separators or another physical barrier	-	9,000	-	-	9,000	\$37	\$334,100
Paved Park Trail	6'-8' wide concrete off-street trail with optional 4' decomposed granite trail side trail (or 2' on both sides)	-	-	-	-	-	\$126	\$0
Soft-Surface Park Trail	4-6' wide decomposed granite trail	-	-	-	-	-	\$77	\$0
TOTALS		24,000	83,300	47,000	56,600	210,900		\$49,016,300

*Includes six FY 2000-21 Five-Year Capital Improvements Program projects and three others identified in Chapter 2.

**Includes all other Phase 1 projects identified in this Master Plan

***Includes the "Power Line Trail" (Oncor Utility Easement through Farmers Branch) and the Alpha Road Connector (to Farmers Branch)





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in association with:



ACTIVE ADDISON



Council Meeting

4.

Meeting Date: 02/23/2021

Department: City Secretary

AGENDA CAPTION:

Consider Action to Approve the Minutes from the February 9, 2021, Council Meeting.

BACKGROUND:

The minutes for the February 9, 2021 Council Work Session and Regular Meeting have been prepared for consideration.

RECOMMENDATION:

Administration recommends approval.

Attachments

Minutes - February 9, 2021

DRAFT

OFFICIAL ACTIONS OF THE ADDISON CITY COUNCIL

February 9, 2021

**Executive Session, Work Session & Regular Meeting
6:00 p.m.**

**Addison TreeHouse
14681 Midway Rd., Addison, TX 75001**

The Addison City Council conducted its Regular Council Meeting on Tuesday, February 9, 2021 at the Addison TreeHouse with a quorum of the City Council physically present. Limited seating for members of the public was available using CDC recommended social distancing measures. The Town utilized telephone and videoconferencing to facilitate participation in the meeting. Interested parties were able to make public comments and address the Council via emailed comments submitted to the City Secretary at iparker@addisontx.gov by 3:00 pm on the meeting day. Members of the public were also entitled to participate remotely via Toll-Free Dial-in Number: 877.853.5247; Meeting ID: 409.327.0683 Participant ID: #. Detailed instructions on how to participate in this meeting were available on the Town's website on the Agenda Page. The meeting was live streamed on Addison's website at www.addisontexas.net

Present: Mayor Joe Chow; Mayor Pro Tempore Lori Ward; Deputy Mayor Pro Tempore Guillermo Quintanilla; Council Member Tom Braun; Council Member Ivan Hughes; Council Member Paul Walden; Council Member Marlin Willesen.

Call Meeting to Order: Mayor Chow called the meeting to order.

Pledge of Allegiance: Mayor Chow led the Pledge of Allegiance

EXECUTIVE SESSION

Closed (Executive) Session of the Addison City Council pursuant to: Section 551.074, Tex. Gov. Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, pertaining to:

- Conclude the City Manager's Annual Evaluation

Mayor Chow advised that the City Manager’s evaluation will not be discussed at this time. The Executive Session will be convened to discuss this item following the conclusion of the Regular Items discussion.

Reconvene into Regular Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

WORK SESSION

[Item 3. was presented prior to Item 1.]

1. Present and Discuss Naming Standards for Parks and Trail Facilities.

Janna Tidwell, Director of Parks and Recreation, presented this item. She reviewed that the Parks Master Plan that was adopted by Council in 2019 included some items that should be discussed by Council. Those include park naming standards, naming of connected trail facilities, and improved park signage. Ms. Tidwell advised that 911 location safety markers are planned for installation along the trails and more distinctive trail names will assist with emergency response.

Ms. Tidwell requested Council discuss and provide direction on the following:

- a) White Rock Creek Park
- b) Les Lacs Linear Park, Les Lacs Pond, Community Garden
- c) Future trail from Les Lac Linear Park going east along Beltway
- d) Redding Trail and extensions
- e) Arapaho Greenbelt/connection to Cotton Belt Trail

After discussing possible options, the Council consensus was as follows:

- a) Rename White Rock Creek Park to White Rock Creek Trail
- b) Use Les Lacs Park (not Linear), no change to Les Lacs Pond or Community Garden
- c) Future trail along Beltway will be Beltway Trail
- d) Redding Trail extensions will be North, South, East and West Extensions
- e) Rename Arapaho Greenbelt to Arapaho Park; connection to the Silver Line Trail will be via the Arapaho Trail North Extension.

Ms. Tidwell advised that some monument signage will be updated and described new 911 location markers. Action items for the changes will be presented at a future Council meeting.

2. Present and Discuss Public Nuisance Concerns Along the White Rock Creek Park Trail.

Janna Tidwell, Director of Parks and Recreation, presented this item. She advised this is a follow up to requests made by Council at the work session held July 14, 2020 concerning public nuisance issues along White Rock Creek Park Trail. She reviewed that the area of concern is in the City of Dallas' jurisdiction and is adjacent to the Town of Addison White Rock Creek Trail.

Ms. Tidwell advised that since last July, staff has taken steps to improve visibility by clearing brush. Ms. Tidwell also advised that there have been five minor police reports made since last July for activity in this area. She added that the City of Dallas has a 311 Mobile App available to report non-emergency concerns.

Ms. Tidwell told Council there is one homeless person living under the bridge, and staff has contacted him. She advised that Addison staff has reported the graffiti to Dallas as well.

At the July 2020 work session Council requested information regarding ways to increase visibility in the area with lighting and a security camera. Ms. Tidwell presented the estimated cost to clean this area as well as the pros and cons of installing deterrents. Ms. Tidwell also provided an estimate for installing concrete riprap that would create an unwalkable surface. The estimate for this is \$728,012. Other factors such as the elevation under the bridge and the area being in a flood zone were discussed. Council Member Willesen expressed interest in building a wrought iron fence in this area. It was discussed that the fence would collect debris and Addison would have to maintain the area which is in the City of Dallas. Additionally, Ms. Tidwell advised that a flood plain permit would be required to build a fence. Several Council Members spoke in favor of moving forward with plans to install lighting and a security camera.

REGULAR MEETING

Announcements and Acknowledgements regarding Town and Council Events and Activities

Discussion of Events/Meetings

Public Comment: *The City Council invites citizens to address the City Council on any matter, including items on the agenda, except public hearings that are included on the agenda. Comments related to public hearings will be heard when the specific hearing starts. Citizen comments are limited to **three (3) minutes**, unless otherwise required by law. To address the Council, please fill out a **City Council Appearance Card** and submit it to a staff member prior to the Public Comment item on the agenda. The Council is not permitted to take any action or discuss any item not listed on the agenda. The Council may choose to place the item on a future agenda.*

City Secretary Parker advised that no citizens had requested to address the City Council via telephonic means.

[Item 3. was presented prior to Item 1.]

3. **Present a Proclamation Honoring Retiring Dallas Area Rapid Transit President / Executive Director Gary C. Thomas.**

Mayor Chow read and presented the proclamation honoring retiring Dallas Area Rapid Transit President /Executive Director Gary C. Thomas for his many years of service. Mr. Thomas expressed his appreciation to the Mayor and Council, City Manager Wes Pierson, and Town staff.

Consent Agenda: *All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.*

4. **Consider Action to Approve the Minutes from the January 26, 2021 Regular Meeting.**
5. **Consider Action to Approve the Purchase of Belt Line Road Street Light Poles and Accessories and Authorize the City Manager to Execute the Purchase in an Amount Not to Exceed \$108,730.**
6. **Consider Action on a Resolution Approving a Contract Between the Town of Addison and DN Tanks, LLC. for the Rehabilitation of the 6 Million Gallon Celestial Ground Storage Tank and Authorizing the City Manager to Execute a Contract in an Amount Not to Exceed \$1,239,510.**
7. **Consider Action on a Resolution Approving the Installation of an Untitled Public Art Piece by Artist Russ Connell to be Located at the Surveyor Water Tower Site Near the Intersection of Arapaho Road and Surveyor Boulevard.**
8. **Consider Action on a Resolution Approving the Installation of the Public Art Piece by Artist Russ Connell Known as Rocko Within One of Three Parks Spaces Located in the Addison Grove Development.**
9. **Consider Action on a Resolution Approving the Installation of the Public Art Piece Created by Artist David B. Hickman Known as "Aikido" at 15601 Addison Road.**
10. **Consider Action on a Resolution Approving an Agreement Between the Town of Addison and Casteel & Associates, Inc. for the Belt Line Road Digital Street Signs Project and Authorizing the City Manager to Execute the Agreement in an Amount Not to Exceed \$455,006.04.**

Mayor Chow asked if there were any requests to remove an item from the Consent Agenda for separate discussion. Council Member Hughes requested to remove Item 4.

MOTION: Council Member Braun moved to approve Consent Agenda Items 5, 6, 7, 8, 9 and 10 as submitted. Deputy Mayor Pro Tempore Quintanilla seconded the motion. Motion carried unanimously.

******* Consent Item 4 *******

Council Member Hughes requested a change to the wording in Item 4 of the January 26, 2021 minutes. He requested that the term “appointed” be changed to “nominated” in the Community Partner Bureau membership table header.

MOTION: Council Member Hughes moved to approve Item 4 as amended. Council Member Braun seconded the motion. Motion carried unanimously.

- Resolution No. R21-008:** DN Tanks, LLC Rehab Celestial Ground Storage Tank
Resolution No. R21-009: Public Art Installation Surveyor Water Tower
Resolution No. R21-010: Public Art Installation Addison Grove Parks
Resolution No. R21-011: Public Art Installation 15601 Addison Road
Resolution No. R21-012: Casteel Associates, Inc. Belt Line Digital Sign Agreement

Regular Items

11. Present, Discuss, and Consider Action on a Staff Recommendation to Implement Compensation Changes for Fiscal Year 2021 Based on a Market Analysis of the Town’s Comparator Cities.

Passion Hayes, Director of Human Resources, presented this item. She reviewed that on January 26, 2021 the results of a compensation study conducted by Staff and Matt Weatherly with Public Sector Personnel Consultants was presented to Council. The analysis found that some of Addison’s employee pay is above or below the market and some no longer meets Addison’s compensation philosophy. The adjustments needed and associated costs were provided. Some additional information was requested by Council.

Matt Weatherly explained that the total cost as compared to the previous meeting was being increased due to a data audit for public safety positions. He reviewed that approximately 50 percent of employees would see a salary adjustment. He also provided an analysis regarding the year-to-year changes that have occurred since the last study was done.

Ms. Hayes reviewed the comparison cities that Addison uses. She provided a breakdown of costs for the proposed adjustments for civilian, police, and fire personnel. The total annual cost would be \$1,655,816. For the remainder of 2021, the cost would be \$1,152,838.

Council Member Hughes explained that he is more comfortable with the methodology used than he was during the previous meeting and added that factors other than mid-point ranges should be considered. A discussion regarding the comparison cities followed.

Mayor Chow advised that at an upcoming meeting and prior to the budget review, Council should discuss the comparison cities and reconsider those included. He also suggested that market studies should be done every other year.

MOTION: Council Member Walden moved to approve as presented. Council Member Hughes seconded the motion. Motion carried unanimously.

Council Member Hughes commented at this time regarding the subject of paying employees retroactively for salary increases. He advised that Addison has done this in the past and asked why this couldn't be done again now. Attorney Brenda McDonald explained that the Texas Constitution prohibits paying retroactively for work that has already been performed. It was explained that while a legal way to make retention bonuses available is possible, it was not being recommended at this time due to cost and complexity. Discussion followed as to the timing of conducting compensation studies in order to have them done prior to budget discussions.

12. Present, Discuss, and Consider Action on a CARES Act Update and Potential Uses of Remaining Funds.

Bill Hawley, Director of Administrative Services, presented this item. He reviewed that on June 9, 2020 Council approved an interlocal agreement with Dallas County whereby Addison became eligible for up to \$894,465 in reimbursement under the CARES Act for authorized expenditures. On July 14, 2020, Council gave staff direction on the creation of three CARES Act programs. These programs and their estimated funding were:

- Addison CARES Lease Mortgage Assistance Program (\$500,000),
- Resident Assistance Program (\$200,000), and
- Public Health and Compliance Program (\$200,000)

Mr. Hawley reviewed that the Addison CARES Lease Mortgage Assistance Program received few eligible applications in Round 1 of funding. Second and third rounds of funding were opened under modified eligibility requirements to distribute funds to local businesses. Dallas County approved and authorized reallocation of unused funds from this program to the Town's other programs and/or certain other eligible expenses.

The Resident Assistance Program was administered for the Town by Metrocrest Services. They enrolled, vetted and provided eligible Addison residents with rent, food and utility assistance.

The Public Health and Compliance Program was designed to help keep Town facilities and services operational while dealing with the pandemic. The program funded facility disinfection and virus protection efforts, medical supplies, and telework equipment and services.

Through December 31, 2020, the Town submitted the following amounts for reimbursement:

Addison CARES Lease/Mortgage Assistance Program	\$319,053.08
Resident Assistance Program	\$180,934.45
Public Health and Compliance Program	\$327,750.55

Mr. Hawley advised that on December 27, 2020, the CARES Act was amended to extend the performance period by an additional year (end of 2021.) Based on this extension, staff halted plans to submit an invoice for a 10% administrative fee that would have obtained reimbursement of all

remaining funds (approximately \$66,000). Mr. Hawley reviewed possible uses for the remaining funds. He advised that staff recommends utilizing the remaining funds to continue the Resident Assistance Program through Metrocrest Services until the funds are exhausted. Mayor Chow advised he visited Metrocrest Services and spoke of his experience there. He expressed support for staff's recommendation.

Tracey Eubanks, Metrocrest Services, joined the meeting by videoconference and provided an overview of the organization. Council Member Willesen inquired about the CARES Act agreement made with Dallas County that restricts usage of the housing assistance to not more than \$1,500 per month and for no longer than 3 months. The most that could be provided to any household for housing assistance is \$4,500. Mr. Eubanks responded that at the time a 3-month cap on assistance seemed reasonable but now some families have been assisted with Metrocrest funding for as long as 6 to 8 months for housing and food. He advised that Metrocrest is currently seeking funding from other sources to assist. Mr. Hawley advised that Addison could submit for the 10 percent administrative fee of approximately \$66,000 and make an equal amount available to Metrocrest and the Town's responsibilities would be concluded. Metrocrest would then no longer be bound by the 3-month housing restriction in the Dallas County agreement.

Council Member Willesen inquired how many Addison residents are being assisted. Mr. Eubanks advised that specifically related to the CARES Act, 288 people received rent and food assistance from April through December 2020. He added that for 2021, \$305,000 with no restrictions is needed for Addison residents. Council Member Willesen suggested that in order to provide funding to Metrocrest without restrictions, perhaps the Town could use the \$66,000 for disinfectant purposes and the Town could then provide assistance to Metrocrest outside the Dallas County agreement without restrictions. Mr. Hawley stated that currently, \$20,000 per month is being used by the Town for disinfectant and is unbudgeted. He noted that Mr. Eubanks had previously informed him that in the spring he planned to ask Addison for an emergency appropriation of \$120,000 to continue its programs. Council Member Braun expressed that he is in favor of applying for the \$66,000 and giving it to Metrocrest Services. Mr. Eubanks advised that Coppell is doing something similar.

MOTION: Mayor Pro Tempore Ward moved to direct staff to provide the \$66,000 to Metrocrest Services as discussed. Council Member Braun seconded the motion. Motion carried.

13. Present, Discuss, and Consider Action on the Acceptance of the Fiscal Year 2020 Comprehensive Annual Financial Report (CAFR).

Steven Glickman, Chief Financial Officer, presented this item. He advised that the CAFR is prepared by Town staff in accordance with generally accepted accounting principles and is a report of the Town's overall financial position. He advised that the auditing firm of BKD, LLP audited the financial statements and Rachel Ormsby with BKD presented the results.

Ms. Ormsby provided an overview of the Town's net position, noting that it has a loss of \$138,000. The losses occurred in Hotel Occupancy Taxes and Sales Tax, both due to the COVID-19 pandemic. She advised there is an increase in Property Taxes and Business Activities (due to a TxDOT land reimbursement), and there are losses in Charges for Services and Visitor Services.

Ms. Ormsby advised that in the General Fund, the unassigned fund balance is actually 51.8 percent, which exceeds the Town's minimum requirements. She also advised that the Town's retirement plan is 98 percent funded.

Ms. Ormsby advised that the Town received an unmodified or "clean" opinion of the CAFR and reviewed the required communications. Future accounting changes were reviewed.

Several Council Members and City Manager Pierson expressed appreciation to the staff for this good report. Mr. Pierson also expressed his appreciation to all staff who presented items in this meeting, noting that they reflect the quality of people employed by Addison.

MOTION: Council Member Walden moved to accept the 2020 CAFR. Council Member Hughes seconded the motion. Motion passed.

** * * Executive Session * * **

Closed (Executive) Session of the Addison City Council pursuant to: Section 551.074, Tex. Gov. Code, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee, pertaining to:

- Conclude the City Manager's Annual Evaluation

Mayor Chow closed the Open Session to convene the City Council into Closed Executive Session at 9:31 p.m.

Reconvene into Regular Session: In accordance with Texas Government Code, Chapter 551, the City Council will reconvene into Regular Session to consider action, if any, on matters discussed in Executive Session.

Mayor Chow reconvened the City Council into Open Session at 10:32 p.m. No action was taken as a result of Executive Session.

Adjourn Meeting

There being no further business to come before the Council, Mayor Chow adjourned the meeting.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

Irma G. Parker, City Secretary

Council Meeting

5.

Meeting Date: 02/23/2021

Department: City Secretary

AGENDA CAPTION:

Consider Action on an **Ordinance Amending Outdated and Inapplicable Language in Code of Ordinances Chapter 2 (Administration) Article VII (Planning and Zoning Commission).**

BACKGROUND:

Staff reviews the Code of Ordinances to omit outdated and inapplicable language. The sections proposed for amendment in this Article were last updated in April 2016 with the adoption of Ordinance No. O16-010. A complete membership list of the Commission from 2016 is included in the Code along with information regarding their initial appointments and terms of office. Since this information is outdated, Staff is proposing to update these sections.

A red-line copy is attached for your review and indicates the proposed changes. Staff Attorney Craig Smith has reviewed and approved as to form the proposed changes.

RECOMMENDATION:

Administration requests approval.

Attachments

Ordinance - Proposed Amending Planning & Zoning Commission

Red-Line Proposed Ordinance Planning & Zoning Commission

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE VII (PLANNING AND ZONING COMMISSION) OF THE CODE OF ORDINANCES OF THE TOWN OF ADDISON, TEXAS BY AMENDING OUTDATED AND INAPPLICABLE LANGUAGE; PROVIDING FOR SAVINGS/REPEALING, SEVERABILITY AND AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. Chapter 2 (Administration), Article VII (Planning and Zoning Commission) of the Code of Ordinances, Addison, Texas is hereby amended to read in its entirety as follows:

Sec. 2-310. – Appointment; removal, vacancy and reappointment.

The Planning and Zoning Commission shall consist of seven members, each to be appointed by a majority of the City Council for a term of two years. Commissioners are removable for cause by the City Council. Vacancies shall be filled by the City Council to serve the remainder of the unexpired term for the vacant place. Commissioners may not be appointed to serve more than three consecutive terms, not including any unexpired term of 12 months or less.

Sec. 2-311. – Appointment and Terms

Members of the Planning and Zoning Commission appointed to Place 1, Place 2, and Place 3 shall be appointed in even-numbered years and members to Place 4, Place 5, Place 6 and Place 7 shall be appointed in odd-numbered years.

Secs. 2-312—2-314. – Reserved

SECTION 2. Savings; Repealing. Save and except as amended by this ordinance, the Code of Ordinances shall remain in full force and effect. This Ordinance shall be cumulative of all other ordinances of the Town and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance. Provided, however, that the repeal of such ordinances or parts of such ordinances, and the amendments and changes made by this Ordinance, shall not affect any right, property or claim which was or is vested in the Town, or any act done, or right accruing or accrued, or established, or any suit, action or proceeding had or commenced before the time when this Ordinance shall take effect; nor shall said repeals, amendments or changes affect any offense committed, or any penalty or forfeiture incurred, or any suit or prosecution pending at the time when this Ordinance shall take effect under any of the ordinances or sections thereof so repealed, amended or changed; and to that extent and for that purpose the provisions of such ordinances or parts of such ordinances shall be deemed to remain and continue in full force and effect.

SECTION 3. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in

this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 4. Effective Date. This Ordinance shall take effect upon its passage and approval.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS on this **23rd** day of **FEBRUARY** 2020.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Parker, City Secretary

Brenda N. McDonald, City Attorney

ARTICLE VII. - PLANNING AND ZONING COMMISSION

Sec. 2-310. - Appointment; removal, vacancy and reappointment.

The Planning and Zoning Commission shall consist of seven members, each to be appointed by a majority of the City Council for a term of two years, ~~except for the initial appointments which shall serve an initial term as set forth in Section 2-311.~~ Commissioners are removable for cause by the City Council. Vacancies shall be filled by the City Council to serve the remainder of the unexpired term for the vacant place. Members may not be appointed to serve more than three consecutive terms, not including any unexpired term of 12 months or less.

([Ord. No. 016-010, § 3, 4-12-16](#))

Sec. 2-311. - ~~Initial appointments and terms.~~ [Appointment and Terms](#)

~~The initial places, appointments and terms for members of the Planning and Zoning Commission shall be as follows:-~~

Place	Appointment	Term#	Term Ending Date
Place 1	Marshall (Skip) Robbins	1-	12-31-2016
Place 2	Jason Ennis	1-	12-31-2016
Place 3	Randy Smith	1-	12-31-2016
Place 4	Jim Robinson	1-	12-31-2017
Place 5	Stacey Griggs	1-	12-31-2017
Place 6	Debra Morgan	1-	12-31-2017
Place 7	Tom Schaeffer	1-	12-31-2017

~~Following the expiration of the initial terms as set forth herein, m~~Members to Place 1, Place 2 and Place 3 shall be appointed in even-numbered years and members to Place 4, Place 5, Place 6 and Place 7 shall be appointed in odd-numbered years.

([Ord. No. 016-010, § 3, 4-12-16](#))

Secs. 2-312—2-314. - Reserved.

Council Meeting

6.

Meeting Date: 02/23/2021

Department: City Secretary

AGENDA CAPTION:

Consider Action on an **Ordinance Amending Outdated and Inapplicable Language in Code of Ordinances Chapter 2 (Administration) Article VIII (Board of Adjustment).**

BACKGROUND:

Staff reviews the Code of Ordinances to omit outdated and inapplicable language and to provide consistency throughout our Code. The sections proposed for amendment were last updated in April 2016 with the adoption of Ordinance No. O16-010 which contained language from the original codification of the Board of Adjustment. Members appointed to this Board were included in Section 2-316 "Initial appointments and terms". The section title is being changed to clarify the Appointment and Terms of service and delete the individuals appointed in 2016.

This Board is also referred to as the Board of Adjustment in the Code and the Board of Zoning Adjustment in the 2020 Amended Home Rule Charter. To provide consistency, Staff is proposing to add "Zoning" in the title of this ordinance. A red-line copy is attached for your review and indicates the proposed changes. Staff Attorney Craig Smith has reviewed and approved as to form the proposed changes.

RECOMMENDATION:

Administration recommends approval.

Attachments

Ordinance - Proposed Amending Board of Adjustment

Red-Line - Proposed Ordinance Board of Adjustment

ORDINANCE NO. _____

AN ORDINANCE OF THE TOWN OF ADDISON, TEXAS AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE VIII (BOARD OF ADJUSTMENT) OF THE CODE OF ORDINANCES OF THE TOWN OF ADDISON, TEXAS BY AMENDING OUTDATED AND INAPPLICABLE LANGUAGE; PROVIDING FOR SAVINGS/REPEALING, SEVERABILITY AND AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. Chapter 2 (Administration), Article VIII (Board of Adjustment) of the Code of Ordinances, Addison, Texas is hereby amended to read in its entirety as follows:

Article VIII. Board of Zoning Adjustment

Sec. 2-315. – Appointment; removal, vacancy and reappointment.

The Board of Zoning Adjustment shall consist of seven members, each to be appointed by a majority of the City Council for a term of two years. Board members are removable for cause by the City Council. Vacancies shall be filled by the City Council to serve the remainder of the unexpired term for the vacant place. Members may not be appointed to serve more than three consecutive terms, not including any unexpired term of 12 months or less.

Sec. 2-316. – Appointment and Terms

Members of the Board of Zoning Adjustment appointed to Place 1, Place 2, and Place 3 shall be appointed in even-numbered years and members to Place 4, Place 5, Place 6 and Place 7 shall be appointed in odd-numbered years.

Sec. 2-317. – Selection for service at a meeting.

Five members of the Board shall serve at every meeting of the Board and shall be selected on a first-come-first-served basis when responding to a call for a meeting. The remaining two members shall serve as alternates for that meeting.

Secs. 2-318—2-349. – Reserved

SECTION 2. Savings; Repealing. Save and except as amended by this ordinance, the Code of Ordinances shall remain in full force and effect. This Ordinance shall be cumulative of all other ordinances of the Town and shall not repeal any of the provisions of those ordinances except in those instances where the provisions of those ordinances are in direct conflict with the provisions of this Ordinance. Provided, however, that the repeal of such ordinances or parts of such ordinances, and the amendments and changes made by this Ordinance, shall not affect any right, property or claim which was or is vested in the Town, or any act done, or right accruing or accrued, or established, or any suit, action or proceeding had or commenced before the time when this

Ordinance shall take effect; nor shall said repeals, amendments or changes affect any offense committed, or any penalty or forfeiture incurred, or any suit or prosecution pending at the time when this Ordinance shall take effect under any of the ordinances or sections thereof so repealed, amended or changed; and to that extent and for that purpose the provisions of such ordinances or parts of such ordinances shall be deemed to remain and continue in full force and effect.

SECTION 3. Severability. The sections, paragraphs, sentences, phrases, clauses and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, clause or word in this Ordinance or application thereof to any person or circumstance is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the City Council hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 4. Effective Date. This Ordinance shall take effect upon its passage and approval.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS on this 23rd day of FEBRUARY 2020.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma G. Parker, City Secretary

Brenda N. McDonald, City Attorney

RE-LINE COPY OF PROPOSED ORDINANCE

Sec. 2-315. - Appointment; removal, vacancy and reappointment.

The Board of Zoning Adjustment shall consist of seven members, each to be appointed by a majority of the City Council for a term of two years, ~~except for the initial appointments which shall serve an initial term as set forth in Section 2-316.~~ Board members are removable for cause by the City Council. Vacancies shall be filled by the City Council to serve the remainder of the unexpired term for the vacant place. Members may not be appointed to serve more than three consecutive terms, not including any unexpired term of 12 months or less.

([Ord. No. 016-010, § 4, 4-12-16](#))

Sec. 2-316. - ~~Initial appointments and terms.~~

~~The initial places, appointments and terms for members of the Planning and Zoning Commission shall be as follows:~~

Place	Appointment	Term#	Term-Ending-Date
Place 1	Juli Branson	1	12-31-2016
Place 2	Jan Haas	1	12-31-2016
Place 3	Troy Cooper	1	12-31-2016
Place 4	Burk Burkhalter	1	12-31-2017
Place 5	Lynn Stofer	1	12-31-2017
Place 6	Jeff King	1	12-31-2017
Place 7	Reggie Carney	1	12-31-2017

-

~~Following the expiration of the initial terms as set forth herein,~~ Members of the Board of Zoning Adjustment appointed to Place 1, Place 2 and Place 3 shall be appointed in even-numbered years and members to Place 4, Place 5, Place 6 and Place 7 shall be appointed in odd-numbered years.

([Ord. No. 016-010, § 4, 4-12-16](#))

Sec. 2-317. - Selection for service at a meeting.

Five members of the Board shall serve at every meeting of the Board and shall be selected on a first-come-first-served basis when responding to a call for a meeting. The remaining two member shall serve as alternates for that meeting.

([Ord. No. 016-010, § 4, 4-12-16](#))

| RE-LINE COPY OF PROPOSED ORDINANCE

Secs. 2-318—2-349. - Reserved.

Council Meeting

7.

Meeting Date: 02/23/2021

Department: Economic Development

Pillars: Entrepreneurship & Business Hub

Milestones: Economic development focus on attracting and retaining entrepreneurship and targeted industry sectors

AGENDA CAPTION:

Hold a Public Hearing, Present, Discuss, and Consider Action on a **Resolution Nominating Bank of America Corporation, Located at 16001 Dallas Parkway, to the Office of the Governor, Economic Development & Tourism Through the Texas Economic Development Bank as an Enterprise Project under the Texas Enterprise Zone Act.**

BACKGROUND:

Bank of America, located at 16001 Dallas Parkway in Addison, has formally requested a second nomination from the Town of Addison to be considered as a Texas Enterprise Zone Project to the Office of the Governor Economic Development & Tourism through the Texas Economic Development Bank. Bank of America is also Addison's largest private employer with 2,200 existing jobs and occupies 554,176 square feet of space.

In 2020 the company was approved by the State of Texas as a Texas Enterprise Zone Project for a \$7 million capital improvement renovation of their facility. As part of the first application, the company agreed to create an additional 10 new full-time jobs and retain 490 full time jobs in their global technology and operations center to support the bank's global operations.

As part of the second nomination, Bank of America is investing an additional \$8.5 million toward their facility in Addison. The company will consolidate several operations from other Texas locations to Addison and bring those additional positions to the community.

The Texas Enterprise Zone Program is a state supported and managed incentive program to encourage private investment and job creation in economically distressed areas or for companies who employ individuals from economically distressed areas. If selected by the State of Texas, the company would qualify for up to \$1,250,000 in state sales and use tax refunds on the renovation of their location in Addison.

There is no impact to the Town of Addison aside from the increase in value of the property after it is renovated. This program is also a great retention tool that can be used by local companies. As part of the application process, the Town of Addison is required to hold a public hearing and pass a resolution supporting the project. Communities our size can nominate six projects per year, but the state will only approve 105 projects per biennium. Bank of America has engaged Ernst & Young to assist in completing the application for the company. Only two Addison companies have been approved in the past for Texas Enterprise Zone designation including Mary Kay Cosmetics and Bank of America.

Due to the recent weather event, the official letter from Bank of America could not be provided in time for the posting of this agenda. A draft of the letter, minus the official letter head and signature section, has been provided. The final letter will be available at the meeting.

RECOMMENDATION:

Administration recommends approval.

Attachments

Resolution - Bank of America

Letter - Bank of America

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS NOMINATING BANK OF AMERICA CORPORATION TO THE OFFICE OF THE GOVERNOR ECONOMIC DEVELOPMENT & TOURISM THROUGH THE TEXAS ECONOMIC DEVELOPMENT BANK AS AN ENTERPRISE PROJECT UNDER THE TEXAS ENTERPRISE ZONE ACT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the Town of Addison, Texas (the “City”) has previously passed Ordinance No. 010-021 electing to participate in the Texas Enterprise Zone Program, and the local incentives offered under this Resolution are the same on this date as were outlined in Ordinance No. 010-021; and

WHEREAS, the Office of the Governor Economic Development and Tourism (“EDT”) through the Economic Development Bank (“Bank”) will consider Bank of America Corporation as an enterprise project pursuant to a nomination and an application made by the City; and

WHEREAS, the City desires to pursue the creation of the proper economic and social environment in order to induce the investment of private resources in productive business enterprises located in the City and to provide employment to residents of enterprise zones, economically disadvantaged individuals, or veterans; and

WHEREAS, pursuant to Subchapter F of Chapter 2303 (the Texas Enterprise Zone Act) of the Texas Government Code (the “Act”), Bank of America Corporation has applied to the City for designation as an enterprise project; and

WHEREAS, the City finds that Bank of America Corporation meets the criteria for designation as an enterprise project under Chapter 2303, Subchapter F of the Act on the following grounds:

1. Bank of America Corporation is a “qualified business” under Section 2303.402 of the Act since it will be engaged in the active conduct of a trade or business at a qualified business site within the governing body’s jurisdiction located outside of an enterprise zone and at least thirty-five percent (35%) of the business’ new employees will be residents of an enterprise zone, economically disadvantaged individuals or veterans; and
2. There has been and will continue to be a high level of cooperation between public, private, and neighborhood entities within the area; and
3. The designation of Bank of America Corporation as an enterprise project will contribute significantly to the achievement of the plans of the City for development and revitalization of the area; and

WHEREAS, the City finds that Bank of America Corporation meets the criteria for tax relief and other incentives adopted by the City and nominates Bank of America Corporation for enterprise project status on the grounds that it is located at the qualified business site and will create a higher level of employment, economic activity and stability in the area; and

WHEREAS, the City Council finds that it is in the best interest of the City to nominate Bank of America Corporation as an enterprise project pursuant to the Act.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE TOWN OF ADDISON, TEXAS:

SECTION 1. That the findings of the City, set forth above, and its actions approving this Resolution taken at the Council meeting are hereby approved and adopted.

SECTION 2. That Bank of America Corporation is a “qualified business,” as defined in Section 2303.402 of the Act, and meets the criteria for designation as an enterprise project, as set forth in Subchapter F of the Act and the Town of Addison nominates Bank of America Corporation for such designation.

SECTION 3. That the enterprise project shall take effect on the date of designation of the enterprise project by the Bank and terminate five (5) years after the date on which the designation is made.

SECTION 4. This Resolution shall take effect upon its passage and approval.

DULY RESOLVED AND ADOPTED by the City Council of the Town of Addison, Texas, on this the 23rd day of February 2021.

TOWN OF ADDISON, TEXAS

Joe Chow, Mayor

ATTEST:

APPROVED AS TO FORM:

Irma Parker, City Secretary

Brenda N. McDonald, City Attorney

February 12, 2021

Mr. Wes Pierson
City Manager
Town of Addison
5300 Belt Line Rd.
Dallas, TX 75254

Office of the Governor
Economic Development and Tourism
Texas Economic Development Bank
Texas Enterprise Zone Program
1100 Sac Jacinto
Austin, TX 78701

Bank of America Corporation ("Bank of America" or the "Bank"), is one of the world's leading financial institutions, serving individual consumers, small and middle-market businesses and large corporations with a full range of banking, investing, asset management and other financial and risk management products and services. The Bank provides unmatched convenience in the United States, serving approximately 66 million consumer and small business clients with approximately 4,300 retail financial centers, approximately 17,000 ATMs, and award-winning digital banking with more than 39 million active users, including approximately 31 million mobile users. Bank of America is a global leader in wealth management, corporate and investment banking and trading across a broad range of asset classes, serving corporations, governments, institutions and individuals around the world. Bank of America offers industry-leading support to approximately 3 million small business owners through a suite of innovative, easy-to-use online products and services. The Bank serves clients through operations across the United States, its territories and approximately 35 countries.

Bank of America provides people, companies and institutional investors the financial products and services they need to help achieve their financial goals at every stage of their lives. At Bank of America, we have a clear purpose to help make financial lives better through the power of every connection. We fulfill this purpose through our commitment to responsible growth, which includes a focus on environmental, social and governance (ESG) leadership. Integrated across our eight lines of business - our ESG focus reflects our values, ensures we are holding ourselves accountable, presents tremendous business opportunity, and allows US to create shared success with our clients and communities.

In response to the recent COVID-19 pandemic, the bank has instituted a number of policies to ensure the safety of our employees as well as our clients and the communities in which we operate. We continue to leverage our business continuity plans and capabilities to service our clients and meet our clients' financial needs by offering assistance to clients affected by the COVID-19 pandemic and providing access to credit and the important financial services on which our clients rely. While most of our loan deferral programs expired in the third quarter of 2020, we continue to offer assistance on a case-by-case basis when requested by clients affected by the COVID-19 pandemic.

Bank of America currently has operations throughout Texas and employs more than 17,000 people in the state. The qualified business site is our 554,176 square foot campus at 16001 N. Dallas Parkway, Addison, Texas 75001. There are currently approximately 2,198 employees located at the qualified business site.

Bank of America plans to invest approximately \$5 million for building improvements to the space, plus another \$3.2 million for furniture, fixtures, and equipment for a total capital investment of \$8.2 million. The construction, furnishing, and outfit process will begin shortly and is anticipated to be completed by the end of 2021. This investment builds upon that completed at the facility in 2020, and will further

modernize the workspace in an effort to improve employee efficiency, provide modern technological upgrades, and increase space efficiencies.

This project will create approximately 10 new full-time jobs as well as retain 490 full time jobs for benefit during the enterprise project designation period, with an average annual salary in excess of \$125,000. The project location houses a global technology and operations center to support the Bank's global operations as well as a customer support call center. These employees will provide technology, business process support, and other professional services to assist the Bank's operations located throughout the United States as well as globally to streamline and improve business processes and manage their operational risk to improve efficiency and achieve cost savings.

Technology support jobs envisioned for the center include computer network architects, computer systems analysts, financial analysts and managers. Business process support jobs envisioned for the center include business process redesign, business analyst, project and program managers, financial services operational, and middle office roles. The Bank will maintain separate payroll and tax records relating to the business activity conducted at the qualified business site, does not have any transportation needs not currently met through existing local and state infrastructure, and does not anticipate any exports from this location.

The following three subsidiaries of Bank of America Corporation may be involved with this project through the additional participating entities that may be involved in this project by making capital investment at the qualified business site relating to the improvements described above, paying state sales and use taxes at the qualified business site for taxable items purchased in relation to the project, or hiring employees at the qualified business site: Merrill Lynch, Pierce, Fenner & Smith Incorporated (FEIN 13-5674085), BofA Securities, Inc. (FEIN 47-4921463); and Bank of America, National Association (FEIN 94-1687665).

A second, concurrent designation as an enterprise project and potential tax savings for the Bank are very important to Bank of America. The enterprise project designation awarded to Bank of America for investment, job creation, and job retention in 2020 was essential for offsetting the overhead and real estate costs associated with the first phase of the Addison modernization project. Accordingly, the incentive provided through a concurrent designation will further assist Bank of America in offsetting these costs and continuing the Bank's commitment to the State of Texas and the Town of Addison. We appreciate your consideration of Bank of America Corporation for a concurrent enterprise project designation.

Please let me know if you have any questions or need additional information.

Council Meeting

8.

Meeting Date: 02/23/2021

Department: Finance

Pillars: Gold Standard for Financial Health

Milestones: Continue development and implementation of Long Term Financial Plan

AGENDA CAPTION:

Present and Discuss the **Finance Department Quarterly Financial Report of the Town of Addison for the Fiscal Year 2021 First Quarter Ended December 31, 2020.**

BACKGROUND:

The Town of Addison's financial policies require the publication of a financial report 60 days subsequent to the end of each fiscal quarter. This report covers the financial performance for the first quarter for Fiscal Year 2021 (October 1, 2020 - December 31, 2020). Enclosed in the report is an executive dashboard that provides a high-level look at some of the key financial indicators along with more detailed exhibits that demonstrate the current financial position for the various funds. The report includes information for the following funds: General, Hotel, Economic Development, Airport, Utility, and Stormwater funds.

Key highlights for the first quarter include:

- General Fund revenue totaled \$9.3 million which is 24.1 percent of the fiscal year budget.
- General Fund expenditures totaled \$8.6 million which is 21.9 percent of the fiscal year budget.
- Sales tax collections totaled \$3.4 million which is 27.6 percent of the fiscal year budget.
- The Hotel Fund had revenue of \$259 thousand and expenditures of \$772 thousand which are lower compared to historical averages due to the Conference Centre being closed in FY2021.
- Performing Arts expenditures are at 69.2 percent due to the full payment of the Water Tower Theatre grant.
- Special Events revenues totaled zero percent and expenses totaled 20.6 percent of the fiscal year budget because of the timing of events.
- Airport Fund operating revenue totaled \$1.4 million or 26.3 percent and operating expenditures totaled \$881 thousand or 15.9 percent of the fiscal year budget.
- Utility Fund operating revenue totaled \$2.3 million or 16.7 percent and

- expenditures totaled \$1.9 million or 13.1 percent of the fiscal year budget.
- Stormwater Fund revenue and expenditures are in line with historical averages.

The Quarterly Investment Report for Quarter 1 of Fiscal Year 2021 is also being provided for informational purposes. This report has been prepared in accordance with state law and the Town's Financial Policies.

RECOMMENDATION:

Information only, no action required.

Attachments

Presentation - Quarterly Financial Report Fiscal Year 2021 First Quarter
Quarterly Financial Report - Fiscal Year 2021 First Quarter
Quarterly Investment Report - Fiscal Year 2021 First Quarter

Quarterly Financial Report Fiscal Year 2021 First Quarter

The logo for Addison, featuring the word "ADDISON" in a bold, blue, sans-serif font. The text is centered within a white circle, which is set against a blue background. The blue background is part of a larger graphic element on the right side of the slide, consisting of a blue triangle pointing downwards, with a white circle in the center. The top and bottom corners of the blue triangle are cut off by a diagonal white line, creating a grey triangular shape at the top and bottom.

February 23, 2021

Executive Dashboard – Key Revenue Sources



Executive Dashboard - 1st Quarter, 2021 Fiscal Year

Financial Indicators

Positive variance compared to historical trends

Positive

Negative variance of 3%-5% and more than \$50,000 compared to historical trends

Warning

Negative variance of >5% and more than \$50,000 compared to historical trends

Negative

Key Revenue Sources	FY2021 Budget	Actual through 12/31/20	% Annual Budget
Ad Valorem Taxes - General Fund	\$ 19,425,398	\$ 4,588,622	23.62%
Non-Property Taxes - General Fund	13,356,000	3,612,184	27.05%
Hotel Tax	4,155,000	250,828	6.04% ⁽¹⁾
Franchise Fees - General Fund	2,260,000	502,829	22.25%
Service/Permitting/License Fees - General Fund	3,113,326	504,063	16.19%
Rental Income - All Funds	4,337,770	1,081,707	24.94%
Fines and Penalties - All Funds	335,000	30,341	9.06% ⁽²⁾
Special Event Revenue - Hotel Fund	1,104,500	-	0.00% ⁽³⁾
Fuel Flowage Fees - Airport Fund	625,043	239,617	38.34%
Water and Sewer Charges - Utility Fund	13,772,976	2,322,479	16.86%

⁽¹⁾ Hotel tax revenue has not been collected from all hoteliers and reflects less hotel occupancy due to COVID-19

⁽²⁾ Municipal court has fewer court fines/fees issued due to COVID-19

⁽³⁾ Special Events are low due to the timing of events

Executive Dashboard – Key Expenditures

Executive Dashboard - 1st Quarter, 2021 Fiscal Year

Financial Indicators

Positive variance compared to historical trends

Positive

Negative variance of 3%-5% and more than \$50,000 compared to historical trends

Warning

Negative variance of >5% and more than \$50,000 compared to historical trends

Negative

Key Expenditures	FY2021 Budget	Actual through 12/31/20	% Annual Budget
General Fund	\$ 39,440,785	\$ 8,643,679	21.92%
Hotel Fund	5,838,563	772,225	13.23%
Economic Development	2,019,815	316,284	15.66%
Airport Operations	5,110,205	811,401	15.88%
Utility Operations	14,243,406	1,865,239	13.10%

Personnel Information

Executive Dashboard - 1st Quarter, 2021 Fiscal Year

Staffing Indicators

Personnel Information:

Separations - Benefitted Positions				
Department	10/2020-12/2020			FY2021
	Part-Time Positions	Full-time positions	Total 1st Qtr	YTD
Airport	0	0	0	0
City Manager	0	1	1	1
Conference Centre	0	0	0	0
Development Services	0	0	0	0
Finance	0	0	0	0
Fire	0	3	3	3
General Services	0	1	1	1
Human Resources	0	0	0	0
Public Works	0	2	2	2
Marketing & Communications	0	0	0	0
Municipal Court	0	0	0	0
Parks	0	1	1	1
Police	0	2	2	2
Recreation	0	0	0	0
Special Events	0	0	0	0
Streets	0	0	0	0
Grand Total	0	10	10	10

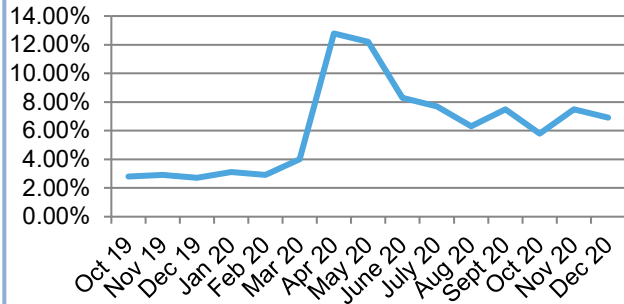
New Hires - Benefitted Positions				
Department	10/2020-12/2020			FY2021
	Part-Time Positions	Full-time positions	Total 1st Qtr	YTD
Airport	0	13	13	13
City Manager	0	0	0	0
Conference Centre	0	0	0	0
Development Services	0	0	0	0
Finance	0	1	1	1
Fire	0	1	1	1
General Services	0	1	1	1
Human Resources	0	0	0	0
Public Works	0	1	1	1
Marketing & Communications	0	1	1	1
Municipal Court	0	0	0	0
Parks	0	1	1	1
Police	0	0	0	0
Recreation	0	0	0	0
Special Events	0	0	0	0
Streets	0	2	2	2
Grand Total	0	21	21	21

Public Safety Sworn Positions	Budgeted FY 2021	Filled Positions	Percent Filled
Police	66	62	94%
Fire ⁽¹⁾	56	55	98%

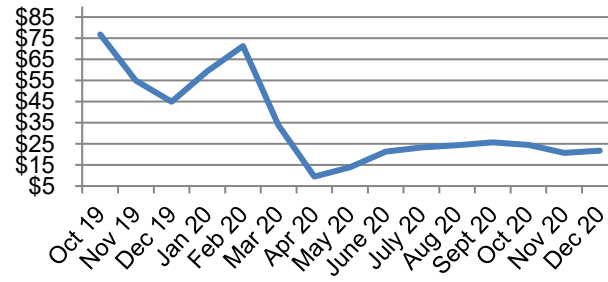
⁽¹⁾ FY2021 budget includes 56 budgeted sworn positions plus overfill of 1 Firefighter (F3) position

Economic Indicators

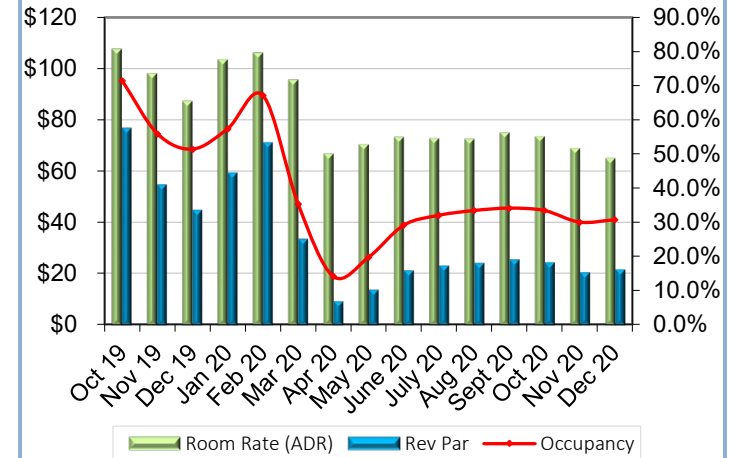
DFW Unemployment Rate Last 12 months



Hotel Revenue Per Available Room



Addison Hotel Statistics



Occupancy Indicators:

Office Occupancy = 78.6%
Retail Occupancy = 91.1%

Hotel Indicators

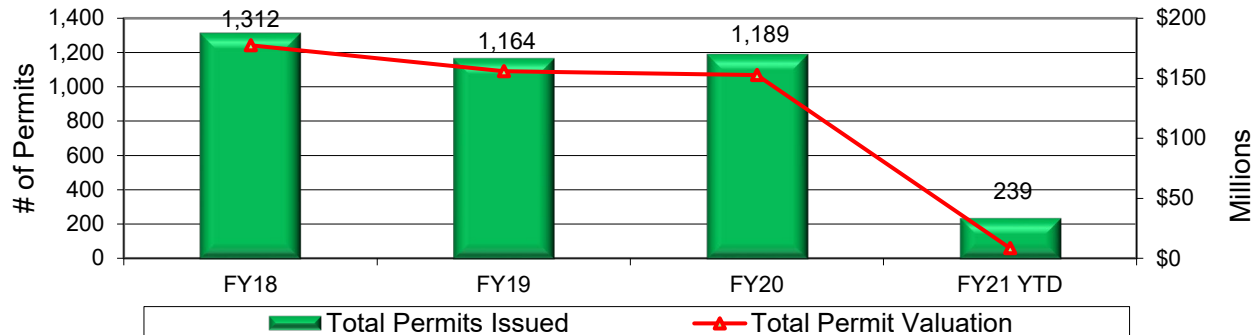
Hotel Occupancy = 31.4%
RevPar = \$22.32



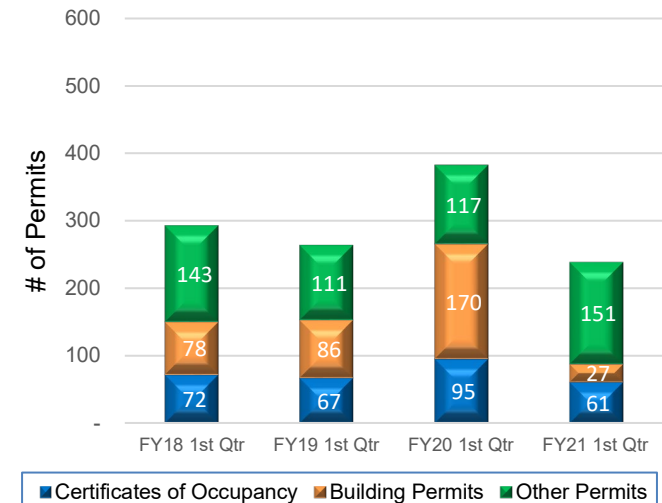
Source: CoStar (compares to prior year Q1)

Source: STR Report (compares to prior year Q1)

Total Permits Issued and Valuation

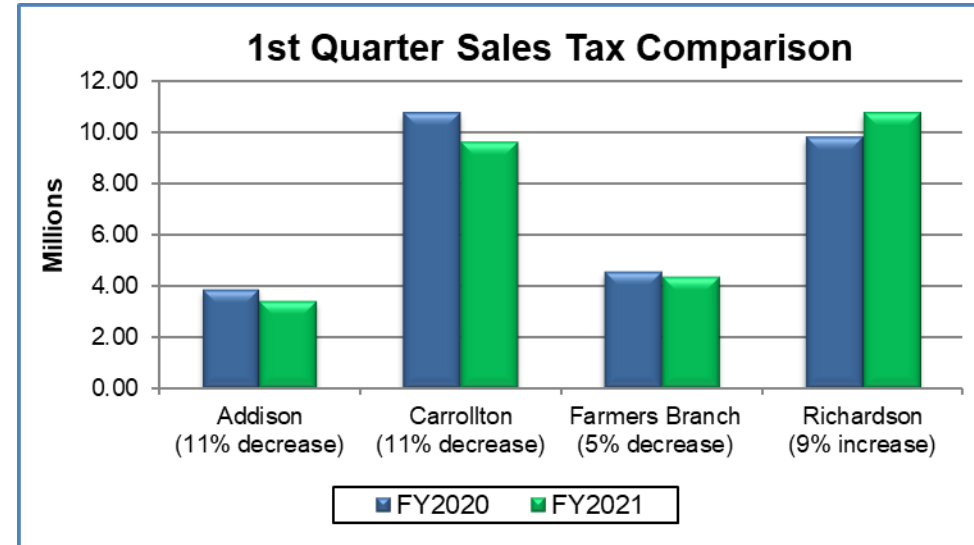


Quarterly Permit Activity, Year over Year

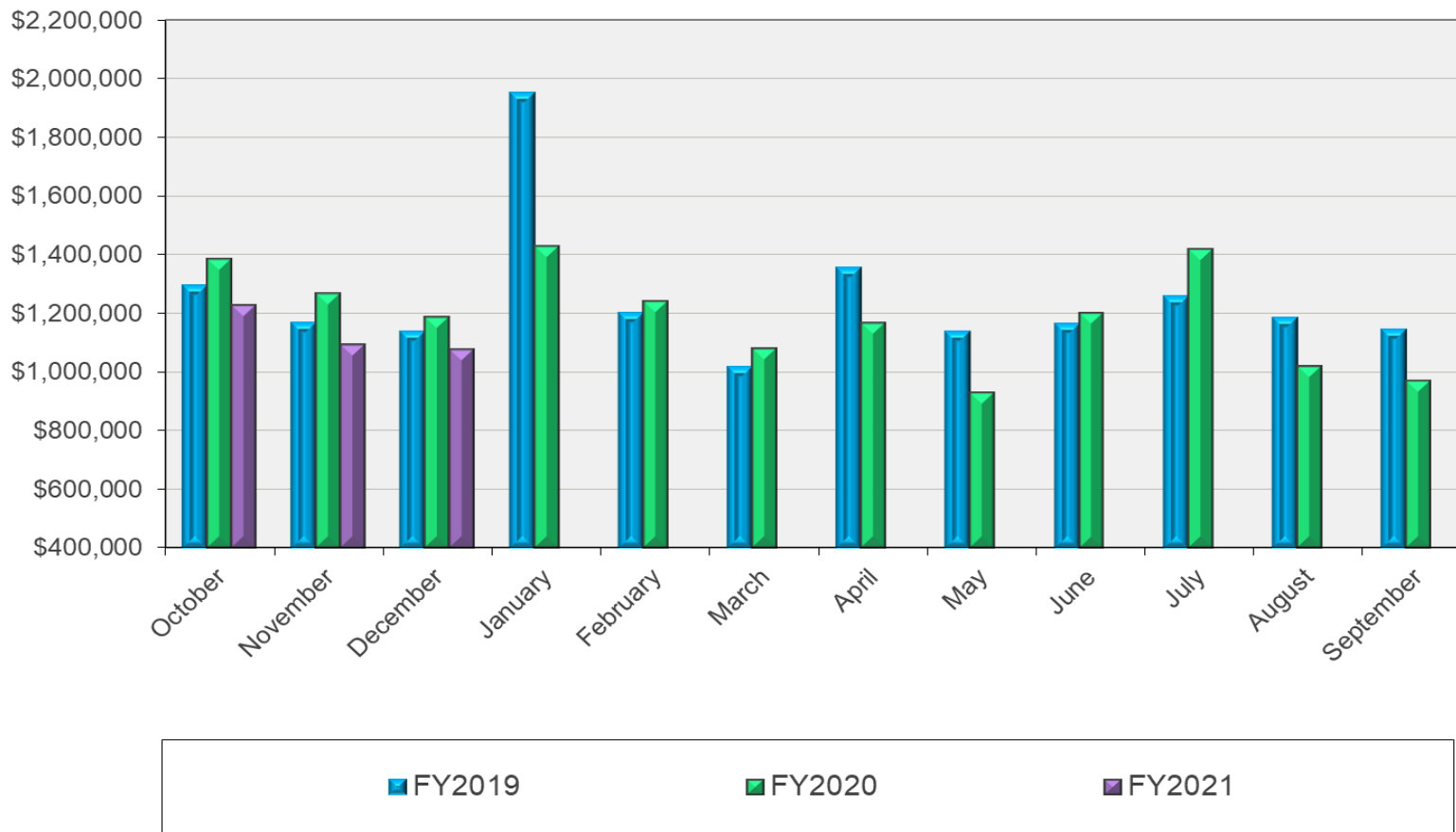


Economic Development Incentives:

Executed Agreements	Amount Paid FY21	Total Incentives Committed
3	\$0	\$129,333



Monthly Sales Tax Collections

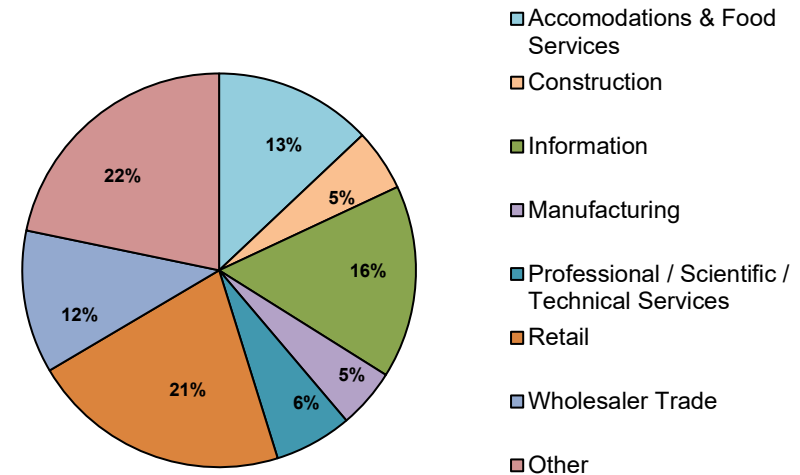


Sales Tax Collections

TOWN OF ADDISON
Schedule of Sales Tax Collections
For the quarter ending December 31, 2020

	FY2021 Monthly Collections	% Change from Prior Year	FY2020 Monthly Collections
October	\$ 1,229,815	-11.2%	\$ 1,384,839
November	1,095,667	-13.7%	1,269,353
December	1,076,775	-9.4%	1,188,777
January		-100.0%	1,430,683
February		-100.0%	1,241,465
March		-100.0%	1,080,029
April		-100.0%	1,166,877
May		-100.0%	931,272
June		-100.0%	1,199,683
July		-100.0%	1,418,491
August		-100.0%	1,019,598
September		-100.0%	971,556
	\$ 3,402,257		\$ 14,302,624
Budget:	12,330,000	27.6%	13,700,000

Breakdown of Sales Tax by Economic Category



General Fund Revenue

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Ad Valorem taxes:					
Current taxes	\$ 18,925,819	\$ 19,546,156	\$ 4,689,474	\$ 4,689,474	24.0%
Delinquent taxes	(356,413)	(165,758)	(103,146)	(103,146)	62.2% ⁽¹⁾
Penalty & interest	47,840	45,000	2,293	2,293	5.1%
Non-property taxes:					
Sales tax	14,302,624	12,330,000	3,402,257	3,402,257	27.6%
Alcoholic beverage tax	888,599	1,026,000	209,927	209,927	20.5%
Franchise / right-of-way use fees:					
Electric franchise	1,459,652	1,525,000	418,000	418,000	27.4%
Gas franchise	204,919	205,000	-	-	0.0% ⁽²⁾
Telecommunication access fees	316,471	400,000	54,516	54,516	13.6%
Cable franchise	196,520	130,000	30,313	30,313	23.3%
Street rental fees	(1,000)	-	-	-	0.0%
Licenses and permits:					
Business licenses and permits	110,964	211,650	21,095	21,095	10.0%
Building and construction permits	1,072,321	930,900	124,552	124,552	13.4%
Service fees:					
General government	-	-	-	-	0.0%
Public safety	873,871	984,945	158,582	158,582	16.1%
Urban development	17,727	71,900	7,293	7,293	10.1%
Streets and sanitation	396,436	445,700	86,927	86,927	19.5%
Recreation	34,914	57,800	3,325	3,325	5.8%
Interfund	516,490	410,431	102,289	102,289	24.9%
Court fines	227,998	260,000	30,341	30,341	11.7%
Interest earnings	402,873	200,000	18,608	18,608	9.3%
Rental income	9,252	8,000	2,200	2,200	27.5%
Other	171,542	128,000	80,125	80,125	62.6%
Total Revenues	39,819,418	38,750,724	9,338,971	9,338,971	24.1%

⁽¹⁾ Represents prior year tax payment refunds

⁽²⁾ Franchise fee payment due in the 3rd quarter

General Fund Expenditures

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Expenditures:					
General Government:					
City Secretary	173,057	203,088	30,289	30,289	14.9%
City Manager	1,245,323	1,167,665	271,513	271,513	23.3%
Finance	1,826,483	1,775,555	400,386	400,386	22.5%
General Services	682,112	752,269	140,930	140,930	18.7%
Municipal Court	647,095	706,818	189,085	189,085	26.8%
Human Resources	641,387	711,040	161,124	161,124	22.7%
Information Technology	1,905,667	2,248,601	348,095	348,095	15.5%
Combined Services	1,323,634	1,187,951	288,865	288,865	24.3%
Council Projects	339,790	252,132	124,310	124,310	49.3%
Public Safety:					
Police	9,318,042	9,975,874	2,149,034	2,149,034	21.5%
Emergency Communications	1,360,463	1,391,519	693,871	693,871	49.9% ⁽¹⁾
Fire	8,492,455	8,481,549	2,080,072	2,080,072	24.5%
Development Services	1,501,596	1,637,553	316,011	316,011	19.3%
Streets	1,799,515	2,150,903	217,672	217,672	10.1%
Parks and Recreation:					
Parks	3,772,781	4,261,292	752,367	752,367	17.7%
Recreation	1,634,918	1,826,026	302,314	302,314	16.6%
Other financing uses:					
Transfers to other funds	3,608,900	710,950	177,738	177,738	25.0%
Total Expenditures	40,273,218	39,440,785	8,643,679	8,643,679	21.9%
Net Change in Fund Balance	(453,800)	(690,061)	485,365	485,365	
Fund Balance at Beginning of Year	20,588,244	20,134,444		20,134,444	
Fund Balance at End of Year	\$ 20,134,444	\$ 19,444,383		\$ 20,619,809	

⁽¹⁾ NTECC operations contribution for 2nd quarter posted in period 3

Hotel Fund

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Hotel/Motel occupancy taxes	\$ 3,240,946	\$ 4,155,000	\$ 250,828	\$ 250,828	6.0% ⁽¹⁾
Proceeds from special events	107,030	1,104,500	-	-	0.0% ⁽²⁾
Conference centre rental	233,182	-	-	-	0.0% ⁽³⁾
Theatre centre rental	68,781	23,810	5,540	5,540	23.3%
Interest and miscellaneous	57,203	50,100	2,875	2,875	5.7%
Total Revenues	3,707,143	5,333,410	259,243	259,243	4.9%
Expenditures:					
Addison theatre centre	246,578	318,877	44,872	44,872	14.1%
Conference centre	796,480	200,977	72,086	72,086	35.9%
General hotel operations	55,828	154,125	386	386	0.3%
Marketing	618,006	1,113,915	136,024	136,024	12.2%
Performing arts	505,000	329,089	227,839	227,839	69.2% ⁽⁴⁾
Special events	762,666	931,773	192,386	192,386	20.6% ⁽²⁾
Special events operations	606,660	2,405,808	32	32	0.0%
Attractions Capital Projects	31,761	-	2,600	2,600	0.0%
Other financing uses:					
Transfer to Economic Development Fund	384,000	384,000	96,000	96,000	25.0%
Total Expenditures	4,006,980	5,838,564	772,225	772,225	13.2%
Net Change in Fund Balance	(299,837)	(505,154)	(512,982)	(512,982)	
Fund Balance at Beginning of Year	3,449,095	3,149,258		3,149,258	
Fund Balance at End of Year	\$ 3,149,258	\$ 2,644,104		\$ 2,636,276	

⁽¹⁾ Hotel tax collections have not been received by all hoteliers

⁽²⁾ Special events revenues and expenses are low due to the timing of events

⁽³⁾ Conference Centre is closed for FY2021

⁽⁴⁾ Full NPO primary grant payment and matching funds of \$64,263.02 for non-profit grant funding to Water Tower Theatre

Economic Development Fund

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Ad Valorem taxes:	\$ 1,092,347	\$ 1,127,348	\$ 264,719	\$ 264,719	23.5%
Business license fee	36,360	50,000	8,200	8,200	16.4%
Interest income and other	44,843	58,000	2,494	2,494	4.3%
Transfers from General/Hotel Fund	384,000	384,000	96,000	96,000	25.0%
Total Revenues	1,557,550	1,619,348	371,413	371,413	22.9%
Expenditures:					
Personnel services	479,215	491,120	117,576	117,576	23.9%
Supplies	8,507	20,932	533	533	2.5%
Maintenance	19,393	29,450	8,913	8,913	30.3%
Contractual services	861,621	1,430,153	185,012	185,012	12.9%
Debt Service	16,997	48,160	4,249	4,249	8.8%
Total Expenditures	1,385,734	2,019,815	316,284	316,284	15.7%
Net Change in Fund Balance	171,817	(400,467)	55,129	55,129	
Fund Balance at Beginning of Year	1,797,019	1,968,836		1,968,836	
Fund Balance at End of Year	\$ 1,968,836	\$ 1,568,369		\$ 2,023,965	

Airport Fund

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating Revenues:					
Operating grants	\$ 1,431,219	\$ 50,000	\$ -	\$ -	0.0%
Service fees	103,234	158,107	24,910	24,910	15.8% ⁽¹⁾
Fuel flowage fees	867,778	625,043	239,617	239,617	38.3%
Rental income	4,421,924	4,305,960	1,073,967	1,073,967	24.9%
Interest income and other	892,665	50,000	26,326	26,326	52.7%
Total Operating Revenues:	7,716,819	5,189,110	1,364,820	1,364,820	26.3%
Operating Expenses:					
Personnel services	356,381	2,157,056	430,315	430,315	19.9%
Supplies	40,793	61,900	10,401	10,401	16.8%
Maintenance	69,292	479,730	51,578	51,578	10.8%
Contractual services	185,511	1,325,914	253,416	253,416	19.1%
Capital Replacement/Lease	217,258	230,958	54,315	54,315	23.5%
Debt service	855,123	819,647	388	388	0.0%
Capital Outlay	-	35,000	10,989	10,989	31.4%
Operator - Operations and maintenance	3,060,383	-	-	-	0.0% ⁽²⁾
Operator - Service contract	396,815	-	-	-	0.0% ⁽²⁾
Total Operating Expenses:	5,181,556	5,110,205	811,401	811,401	15.9%
Capital Projects (Cash Funded)	3,633,777	2,043,911	-	-	0.0%
Total Expenses:	8,815,333	7,154,116	811,401	811,401	11.3%
Net Change in Working Capital	(1,098,515)	(1,965,006)	553,419	553,419	
Working Capital at Beginning of Year	6,710,399	5,611,884		5,611,884	
Working Capital at End of Year	\$ 5,611,884	\$ 3,646,878		\$ 6,165,303	

⁽¹⁾ Percentage is below the quarterly threshold but actuals are in line with historical trends

⁽²⁾ The Town no longer has an operator contract as the Airport operations were insourced in FY2021

Utility Fund

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Water sales	\$ 7,460,287	\$ 7,502,499	\$ 1,343,749	\$ 1,343,749	17.9% ⁽¹⁾
Sewer charges	5,380,789	6,270,477	978,731	978,731	15.6% ⁽¹⁾
Tap fees	11,375	17,500	100	100	0.6%
Penalties	36,448	75,000	-	-	0.0%
Interest income and other	245,617	108,500	7,681	7,681	7.1%
Total Operating Revenues:	13,134,515	13,973,976	2,330,261	2,330,261	16.7%
Operating expenses:					
Personnel services	1,943,252	2,318,042	478,819	478,819	20.7%
Supplies	214,536	216,281	72,686	72,686	33.6%
Maintenance	524,182	650,623	63,194	63,194	9.7%
Contractual services					
Water purchases	3,506,330	3,652,672	365,425	365,425	10.0%
Wastewater treatment	3,427,714	3,746,596	563,031	563,031	15.0%
Other services	743,773	1,735,463	238,759	238,759	13.8%
Capital Replacement/Lease	280,401	340,797	82,964	82,964	24.3%
Debt service	1,414,426	1,517,931	362	362	0.0%
Capital outlay	84,269	65,000	-	-	0.0%
Total Operating Expenses:	12,138,884	14,243,405	1,865,239	1,865,239	13.1%
Capital Projects (Cash Funded)	860,351	163,000	132,762	132,762	81.4%
Total Expenses:	12,999,234	14,406,405	1,998,001	1,998,001	13.9%
Net Change in Working Capital	135,280	(432,429)	332,260	332,260	
Working Capital at Beginning of Year	6,296,869	6,432,149		6,432,149	
Working Capital at End of Year	\$ 6,432,149	\$ 5,999,720		\$ 6,764,409	

⁽¹⁾ Revenues represent a one-month lag in the collection of utility revenues and there is heavy seasonality with water revenue

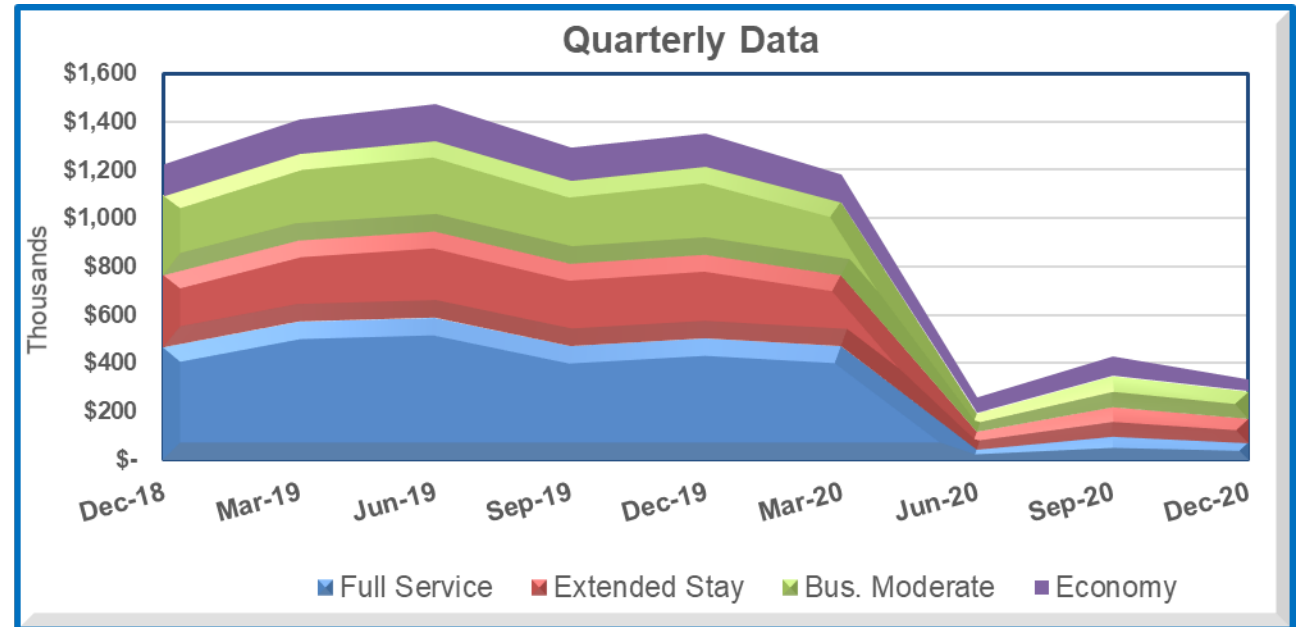
Stormwater Utility Fund

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Drainage Fees	\$ 2,320,434	\$ 2,455,791	\$ 435,575	\$ 435,575	17.7% ⁽¹⁾
Interest income and other	136,976	40,000	8,013	8,013	20.0%
Total Operating Revenues:	2,457,410	2,495,791	443,589	443,589	17.8%
Operating expenses					
Personnel services	273,918	313,093	69,173	69,173	22.1%
Supplies	13,239	17,700	2,256	2,256	12.7%
Maintenance	32,637	102,620	15,746	15,746	15.3%
Contractual services	172,465	310,224	34,885	34,885	11.2%
Debt service	543,141	542,266	-	-	0.0%
Capital outlay	48,524	38,610	-	-	0.0%
Total Operating Expenses:	1,083,926	1,324,513	122,059	122,059	9.2%
Capital Projects (Cash Funded)	33,383	2,272,430	-	-	0.0%
Total Expenses:	1,117,308	3,596,943	122,059	122,059	3.4%
Net Change in Working Capital	1,340,102	(1,101,152)	321,529	321,529	
Working Capital at Beginning of Year	6,431,737	7,771,839		7,771,839	
Working Capital at End of Year	\$ 7,771,839	\$ 6,670,687		\$ 8,093,368	

⁽¹⁾ Fees represent a one-month lag in the collection of stormwater revenue but actuals are in line with historical trends

Hotel Occupancy Tax Collections

	Rooms		Oct. - Dec. 2020		21 to 20
	Number	%	Amount	%	% Diff.
Full Service					
Marriott Quorum	547	15%	\$ 71,804	17%	-71%
Renaissance	528	14%	27,690	7%	-84%
	1,075	29%	99,494	23%	-80%
Extended Stay					
Budget Suites	344	9%	9,811	2%	-24%
Hawthorn Suites	70	2%	7,032	2%	-57%
Marriott Residence Inn	150	4%	20,788	5%	-65%
Hyatt House	132	4%	24,164	6%	-55%
⁽¹⁾ Homewood Suites	120	3%	17,168	4%	-68%
Home2Suites	132	4%	25,657	6%	-66%
Springhill Suites	159	4%	14,609	3%	-80%
	1,107	30%	119,229	28%	-65%
Business Moderate					
Marriott Courtyard Quorum	176	5%	16,650	4%	-81%
LaQuinta Inn	152	4%	32,381	8%	-32%
Marriott Courtyard Midway	145	4%	13,819	3%	-76%
Radisson - Addison	101	3%	15,552	4%	-58%
Hilton Garden Inn	96	3%	13,649	3%	-72%
⁽¹⁾ Holiday Inn Express	97	3%	16,985	4%	100%
⁽¹⁾ Holiday Inn Beltway	102	3%	-	0%	100%
Best Western Plus	84	2%	18,541	4%	-29%
	953	26%	127,577	30%	-65%
Economy					
Motel 6	127	3%	26,879	6%	-14%
Hampton Inn	158	4%	10,749	3%	-80%
⁽¹⁾ Red Roof Inn	105	3%	18,482	4%	-25%
Quality Suites North/Galleria	78	2%	19,393	5%	-8%
⁽¹⁾ America's Best Value Inn	60	2%	4,158	1%	-43%
	528	14%	79,661	19%	-43%
TOTAL	3,663	100%	\$ 425,961	100%	-68%



⁽¹⁾ Not yet received one or more payments for the quarter

Investment Report Summary

	Book Value	Market Value	Interest Revenue	Weighted Average Yield-to- Maturity
12/31/2020	103,100,078	103,228,942	141,276	0.48%
09/30/2020	111,058,442	111,217,841	219,319	0.64%
Change	(7,958,364)	(7,988,899)	(78,043)	-0.16%
% Change	-7.17%	-7.18%	-35.58%	-25.12%



Department of Finance
Quarterly Review

For the Period Ended December 31, 2020

Town of Addison

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To: Wes Pierson, City Manager
From: Steven Glickman, Chief Financial Officer
Re: First Quarter Financial Review
Date: 2/23/2021

This is the first quarter report for the 2020-2021 fiscal year. Revenues and expenditures reflect activity from October 1, 2020 through December 31, 2020 or 25 percent of the fiscal year.

GENERAL FUND

- Fiscal year-to-date revenue totals \$9.3 million, which is 24.1 percent of the overall budget amount. Sales tax collections are at 27.6 percent of the fiscal year 2021 budget. Alcoholic beverage tax collections are at 20.5 percent of the fiscal year 2021 budget.
- Fiscal year-to-date expenditures and transfers total approximately \$8.6 million, which is 21.9 percent of budget. All departments are on pace with or below their respective budgets for fiscal year 2021.

HOTEL FUND

- Revenues through the first quarter total approximately \$259 thousand, 4.9 percent of the fiscal year 2021 budget. Hotel occupancy tax collections are 6.0 percent of budget for two months of collections. Collections have not been received by all hoteliers for December. Proceeds from Special Events are below budget due to timing of events; all significant events occur between May and September.
- Hotel Fund expenditures of \$772 thousand are 13.2 percent of budget, and \$458 thousand less than this time a year ago. Performing Arts expenditures are at 69.2 percent due to the full payment of the Water Tower Theater primary grant. Special events expenditures are at zero percent due to timing of events.

AIRPORT FUND

- Operating revenue through the first quarter total approximately \$1.4 million or 26.3 percent of the fiscal year 2021 budget.
- Operating expenses total \$811 thousand, or 15.9 percent of fiscal year 2021 budget.
- Total year-to-date operating income for the Airport Fund is \$553 thousand.

UTILITY FUND

- Operating revenue through the first quarter totals \$2.3 million, or 16.7 percent of the fiscal year 2021 budget. With a one-month lag in the collection of utility revenues, 16.7 of the fiscal year has expired. Water revenues are at 17.9 percent of the fiscal year 2021 budget. There is heavy seasonality with water revenue. The year-to-date revenue and percent of budget is in line with prior year.
- Operating expenses through the first quarter total approximately \$1.9 million, or 13.1 percent of the fiscal year 2021 budget. Water wholesale purchases and wastewater treatment expenses are less than this time a year ago.

STORMWATER FUND

- Operating revenue through the first quarter total \$443 thousand, or 17.8 percent of the fiscal year 2021 budget. With a one-month lag in the collection of stormwater revenues, 16.7 percent of the fiscal year has expired.
- Operating expenses through the first quarter total approximately \$122 thousand, or 9.2 percent of the fiscal year 2021 budget. The percentage to budget is driven by our debt service payment, which is made in Q2 of the fiscal year.

Executive Dashboard - 1st Quarter, 2021 Fiscal Year

Financial Indicators

Positive variance compared to historical trends

Positive

Negative variance of 3%-5% and more than \$50,000 compared to historical trends

Warning

Negative variance of >5% and more than \$50,000 compared to historical trends

Negative

Key Revenue Sources	FY2021 Budget	Actual through 12/31/20	% Annual Budget
Ad Valorem Taxes - General Fund	\$ 19,425,398	\$ 4,588,622	23.62%
Non-Property Taxes - General Fund	13,356,000	3,612,184	27.05%
Hotel Tax	4,155,000	250,828	6.04% ⁽¹⁾
Franchise Fees - General Fund	2,260,000	502,829	22.25%
Service/Permitting/License Fees - General Fund	3,113,326	504,063	16.19%
Rental Income - All Funds	4,337,770	1,081,707	24.94%
Fines and Penalties - All Funds	335,000	30,341	9.06% ⁽²⁾
Special Event Revenue - Hotel Fund	1,104,500	-	0.00% ⁽³⁾
Fuel Flowage Fees - Airport Fund	625,043	239,617	38.34%
Water and Sewer Charges - Utility Fund	13,772,976	2,322,479	16.86%

Key Expenditures	FY2021 Budget	Actual through 12/31/20	% Annual Budget
General Fund	\$ 39,440,786	\$ 8,643,679	21.92%
Hotel Fund	5,838,564	772,225	13.23%
Economic Development	2,019,815	316,284	15.66%
Airport Operations	5,110,205	811,401	15.88%
Utility Operations	14,243,405	1,865,239	13.10%

⁽¹⁾ Hotel tax revenue has not been collected from all hoteliers and reflects less hotel occupancy due to COVID-19

⁽²⁾ Municipal court has fewer court fines/fees issued due to COVID-19

⁽³⁾ Special Events are low due to the timing of events

Executive Dashboard - 1st Quarter, 2021 Fiscal Year
Staffing Indicators

Personnel Information:

Separations - Benefitted Positions				
	10/2020-12/2020			FY2021
Department	Part-Time Positions	Full-time positions	Total 1st Qtr	YTD
Airport	0	0	0	0
City Manager	0	1	1	1
Conference Centre	0	0	0	0
Development Services	0	0	0	0
Finance	0	0	0	0
Fire	0	3	3	3
General Services	0	1	1	1
Human Resources	0	0	0	0
Public Works	0	2	2	2
Marketing & Communications	0	0	0	0
Municipal Court	0	0	0	0
Parks	0	1	1	1
Police	0	2	2	2
Recreation	0	0	0	0
Special Events	0	0	0	0
Streets	0	0	0	0
Grand Total	0	10	10	10

New Hires - Benefitted Positions				
	10/2020-12/2020			FY2021
Department	Part-Time Positions	Full-time positions	Total 1st Qtr	YTD
Airport	0	13	13	13
City Manager	0	0	0	0
Conference Centre	0	0	0	0
Development Services	0	0	0	0
Finance	0	1	1	1
Fire	0	1	1	1
General Services	0	1	1	1
Human Resources	0	0	0	0
Public Works	0	1	1	1
Marketing & Communications	0	1	1	1
Municipal Court	0	0	0	0
Parks	0	1	1	1
Police	0	0	0	0
Recreation	0	0	0	0
Special Events	0	0	0	0
Streets	0	2	2	2
Grand Total	0	21	21	21

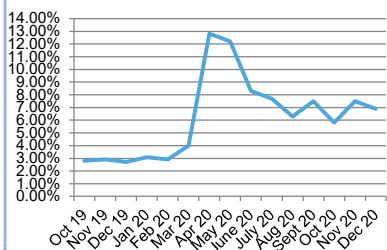
Public Safety Sworn Positions	Budgeted FY 2021	Filled Positions	Percent Filled
Police	66	62	94%
Fire ⁽¹⁾	56	55	98%

⁽¹⁾ FY2021 budget includes 55 budgeted sworn positions plus overfill of 1 Firefighter (F3) position

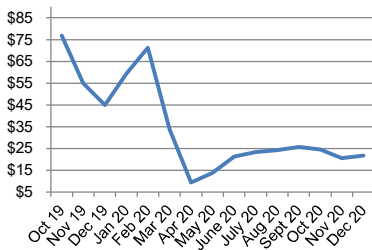
Executive Dashboard - 1st Quarter, 2021 Fiscal Year

Economic Indicators

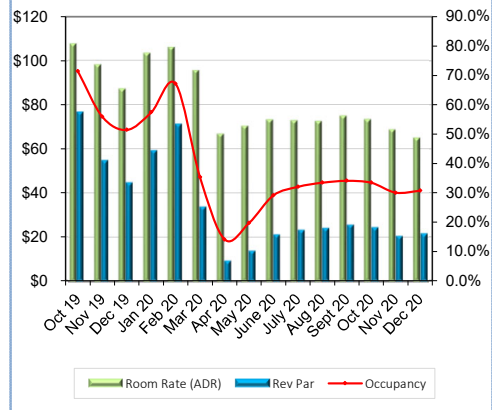
DFW Unemployment Rate Last 12 months



Hotel Revenue Per Available Room



Addison Hotel Statistics



Occupancy Indicators:

Office Occupancy = 78.6%
Retail Occupancy = 91.1%

Hotel Indicators

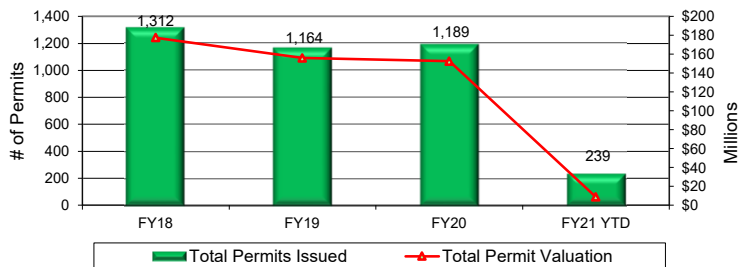
Hotel Occupancy = 31.4%
RevPar = \$22.32



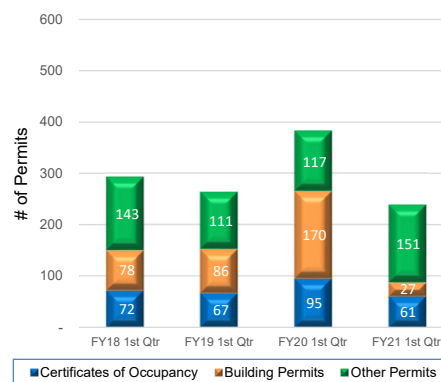
Source: CoStar (compares to prior year Q1)

Source: STR Report (compares to prior year Q1)

Total Permits Issued and Valuation



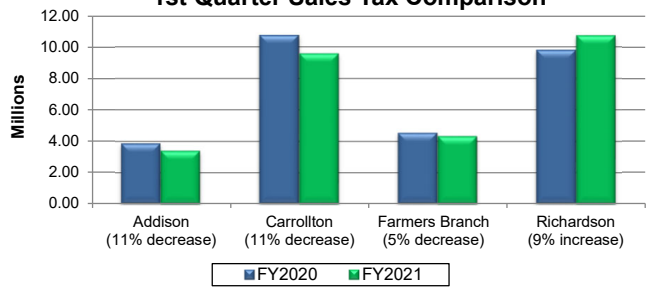
Quarterly Permit Activity, Year over Year



Economic Development Incentives:

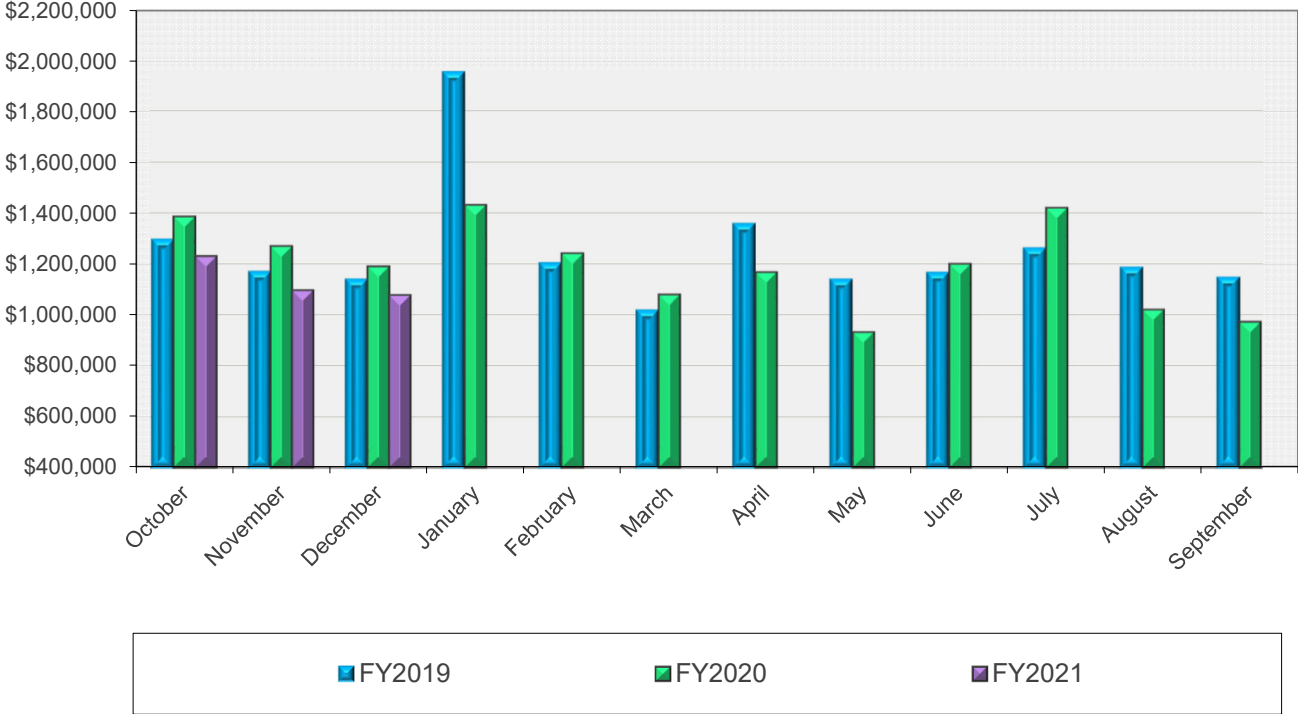
Executed Agreements	Amount Paid FY21	Total Incentives Committed
3	\$0	\$129,333

1st Quarter Sales Tax Comparison



Sales Tax Information

Monthly Sales Tax Collections



Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

TOWN OF ADDISON
GENERAL FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Ad Valorem taxes:					
Current taxes	\$ 18,925,819	\$ 19,546,156	\$ 4,689,474	\$ 4,689,474	24.0%
Delinquent taxes	(356,413)	(165,758)	(103,146)	(103,146)	62.2% ⁽¹⁾
Penalty & interest	47,840	45,000	2,293	2,293	5.1%
Non-property taxes:					
Sales tax	14,302,624	12,330,000	3,402,257	3,402,257	27.6%
Alcoholic beverage tax	888,599	1,026,000	209,927	209,927	20.5%
Franchise / right-of-way use fees:					
Electric franchise	1,459,652	1,525,000	418,000	418,000	27.4%
Gas franchise	204,919	205,000	-	-	0.0% ⁽²⁾
Telecommunication access fees	316,471	400,000	54,516	54,516	13.6%
Cable franchise	196,520	130,000	30,313	30,313	23.3%
Street rental fees	(1,000)	-	-	-	0.0%
Licenses and permits:					
Business licenses and permits	110,964	211,650	21,095	21,095	10.0%
Building and construction permits	1,072,321	930,900	124,552	124,552	13.4%
Service fees:					
General government	-	-	-	-	0.0%
Public safety	873,871	984,945	158,582	158,582	16.1%
Urban development	17,727	71,900	7,293	7,293	10.1%
Streets and sanitation	396,436	445,700	86,927	86,927	19.5%
Recreation	34,914	57,800	3,325	3,325	5.8%
Interfund	516,490	410,431	102,289	102,289	24.9%
Court fines	227,998	260,000	30,341	30,341	11.7%
Interest earnings	402,873	200,000	18,608	18,608	9.3%
Rental income	9,252	8,000	2,200	2,200	27.5%
Other	171,542	128,000	80,125	80,125	62.6%
Total Revenues	39,819,418	38,750,724	9,338,971	9,338,971	24.1%

⁽¹⁾ Represents prior year tax payment refunds
⁽²⁾ Franchise fee payment due in the 3rd quarter

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

TOWN OF ADDISON
GENERAL FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Expenditures:					
General Government:					
City Secretary	173,057	203,088	30,289	30,289	14.9%
City Manager	1,245,323	1,167,665	271,513	271,513	23.3%
Finance	1,826,483	1,775,555	400,386	400,386	22.5%
General Services	682,112	752,269	140,930	140,930	18.7%
Municipal Court	647,095	706,818	189,085	189,085	26.8%
Human Resources	641,387	711,040	161,124	161,124	22.7%
Information Technology	1,905,667	2,248,601	348,095	348,095	15.5%
Combined Services	1,323,634	1,187,951	288,865	288,865	24.3%
Council Projects	339,790	252,132	124,310	124,310	49.3%
Public Safety:					
Police	9,318,042	9,975,875	2,149,034	2,149,034	21.5%
Emergency Communications	1,360,463	1,391,519	693,871	693,871	49.9% ⁽¹⁾
Fire	8,492,455	8,481,549	2,080,072	2,080,072	24.5%
Development Services	1,501,596	1,637,553	316,011	316,011	19.3%
Streets	1,799,515	2,150,903	217,672	217,672	10.1%
Parks and Recreation:					
Parks	3,772,781	4,261,292	752,367	752,367	17.7%
Recreation	1,634,918	1,826,026	302,314	302,314	16.6%
Other financing uses:					
Transfers to other funds	3,608,900	710,950	177,738	177,738	25.0%
Total Expenditures	40,273,218	39,440,786	8,643,679	8,643,679	21.9%
Net Change in Fund Balance	(453,800)	(690,062)	695,292	695,292	
Fund Balance at Beginning of Year	20,588,244	20,134,444		20,134,444	
Fund Balance at End of Year	\$ 20,134,444	\$ 19,444,382		\$ 20,829,736	

⁽¹⁾ NTECC operations contribution for 2nd quarter posted in period 3

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

TOWN OF ADDISON
HOTEL FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Hotel/Motel occupancy taxes	\$ 3,240,946	\$ 4,155,000	\$ 250,828	\$ 250,828	6.0% ⁽¹⁾
Proceeds from special events	107,030	1,104,500	-	-	0.0% ⁽²⁾
Conference centre rental	233,182	-	-	-	0.0% ⁽³⁾
Theatre centre rental	68,781	23,810	5,540	5,540	23.3%
Interest and miscellaneous	57,203	50,100	2,875	2,875	5.7%
Total Revenues	3,707,143	5,333,410	259,243	259,243	4.9%
Expenditures:					
Addison theatre centre	246,578	318,877	44,872	44,872	14.1%
Conference centre	796,480	200,977	72,086	72,086	35.9%
General hotel operations	55,828	154,125	386	386	0.3%
Marketing	618,006	1,113,915	136,024	136,024	12.2%
Performing arts	505,000	329,089	227,839	227,839	69.2% ⁽⁴⁾
Special events	762,666	931,773	192,386	192,386	20.6% ⁽²⁾
Special events operations	606,660	2,405,808	32	32	0.0%
Attractions Capital Projects	31,761	-	2,600	2,600	0.0%
Other financing uses:					
Transfer to Economic Development Fund	384,000	384,000	96,000	96,000	25.0%
Total Expenditures	4,006,980	5,838,564	772,225	772,225	13.2%
Net Change in Fund Balance	(299,837)	(505,154)	(512,982)	(512,982)	
Fund Balance at Beginning of Year	3,449,095	3,149,258		3,149,258	
Fund Balance at End of Year	\$ 3,149,258	\$ 2,644,104		\$ 2,636,276	

⁽¹⁾ Hotel tax collections have not been received by all hoteliers

⁽²⁾ Special events revenues and expenses are low due to the timing of events

⁽³⁾ Conference Centre is closed for FY2021

⁽⁴⁾ Full NPO primary grant payment and matching funds of \$64,263.02 for non-profit grant funding to Water Tower Theatre

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

TOWN OF ADDISON
ECONOMIC DEVELOPMENT FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Revenues:					
Ad Valorem taxes:	\$ 1,092,347	\$ 1,127,348	\$ 264,719	\$ 264,719	23.5%
Business license fee	36,360	50,000	8,200	8,200	16.4%
Interest income and other	44,843	58,000	2,494	2,494	4.3%
Transfers from General/Hotel Fund	384,000	384,000	96,000	96,000	25.0%
Total Revenues	1,557,550	1,619,348	371,413	371,413	22.9%
Expenditures:					
Personnel services	479,215	491,120	117,576	117,576	23.9%
Supplies	8,507	20,932	533	533	2.5%
Maintenance	19,393	29,450	8,913	8,913	30.3%
Contractual services	861,621	1,430,153	185,012	185,012	12.9%
Debt Service	16,997	48,160	4,249	4,249	8.8%
Total Expenditures	1,385,734	2,019,815	316,284	316,284	15.7%
Net Change in Fund Balance	171,817	(400,467)	55,129	55,129	
Fund Balance at Beginning of Year	1,797,019	1,968,836		1,968,836	
Fund Balance at End of Year	\$ 1,968,836	\$ 1,568,369		\$ 2,023,965	

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

AIRPORT FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating Revenues:					
Operating grants	\$ 1,431,219	\$ 50,000	\$ -	\$ -	0.0%
Service fees	103,234	158,107	24,910	24,910	15.8% ⁽¹⁾
Fuel flowage fees	867,778	625,043	239,617	239,617	38.3%
Rental income	4,421,924	4,305,960	1,073,967	1,073,967	24.9%
Interest income and other	892,665	50,000	26,326	26,326	52.7%
Total Operating Revenues:	7,716,819	5,189,110	1,364,820	1,364,820	26.3%
Operating Expenses:					
Personnel services	356,381	2,157,056	430,315	430,315	19.9%
Supplies	40,793	61,900	10,401	10,401	16.8%
Maintenance	69,292	479,730	51,578	51,578	10.8%
Contractual services	185,511	1,325,914	253,416	253,416	19.1%
Capital Replacement/Lease	217,258	230,958	54,315	54,315	23.5%
Debt service	855,123	819,647	388	388	0.0%
Capital Outlay	-	35,000	10,989	10,989	31.4%
Operator - Operations and maintenance	3,060,383	-	-	-	0.0% ⁽²⁾
Operator - Service contract	396,815	-	-	-	0.0% ⁽²⁾
Total Operating Expenses:	5,181,556	5,110,205	811,401	811,401	15.9%
Capital Projects (Cash Funded)	3,633,777	2,043,911	-	-	0.0%
Total Expenses:	8,815,333	7,154,116	811,401	811,401	11.3%
Net Change in Working Capital	(1,098,515)	(1,965,006)	553,419	553,419	
Working Capital at Beginning of Year	6,710,399	5,611,884		5,611,884	
Working Capital at End of Year	\$ 5,611,884	\$ 3,646,878		\$ 6,165,303	

⁽¹⁾ Percentage is below the quarterly threshold but actuals are in line with historical trends

⁽²⁾ The Town no longer has an operator contract as the Airport operations were insourced in FY2021

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

UTILITY FUND
FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Water sales	\$ 7,460,287	\$ 7,502,499	\$ 1,343,749	\$ 1,343,749	17.9% ⁽¹⁾
Sewer charges	5,380,789	6,270,477	978,731	978,731	15.6% ⁽¹⁾
Tap fees	11,375	17,500	100	100	0.6%
Penalties	36,448	75,000	-	-	0.0%
Interest income and other	245,617	108,500	7,681	7,681	7.1%
Total Operating Revenues:	13,134,515	13,973,976	2,330,261	2,330,261	16.7%
Operating expenses:					
Personnel services	1,943,252	2,318,042	478,819	478,819	20.7%
Supplies	214,536	216,281	72,686	72,686	33.6%
Maintenance	524,182	650,623	63,194	63,194	9.7%
Contractual services					
Water purchases	3,506,330	3,652,672	365,425	365,425	10.0%
Wastewater treatment	3,427,714	3,746,596	563,031	563,031	15.0%
Other services	743,773	1,735,463	238,759	238,759	13.8%
Capital Replacement/Lease	280,401	340,797	82,964	82,964	24.3%
Debt service	1,414,426	1,517,931	362	362	0.0%
Capital outlay	84,269	65,000	-	-	0.0%
Total Operating Expenses:	12,138,884	14,243,405	1,865,239	1,865,239	13.1%
Capital Projects (Cash Funded)	860,351	163,000	132,762	132,762	81.4%
Total Expenses:	12,999,234	14,406,405	1,998,001	1,998,001	13.9%
Net Change in Working Capital	135,280	(432,429)	332,260	332,260	
Working Capital at Beginning of Year	6,296,869	6,432,149		6,432,149	
Working Capital at End of Year	\$ 6,432,149	\$ 5,999,720		\$ 6,764,409	

⁽¹⁾ Revenues represent a one-month lag in the collection of utility revenues and there is heavy seasonality with water revenue

Positive variance compared to historical trends
 Negative variance of 3%-5% and more than \$50,000 compared to historical trends
 Negative variance of >5% and more than \$50,000 compared to historical trends

Positive
 Warning
 Negative

STORMWATER UTILITY FUND
 FY2021 QUARTERLY STATEMENT OF REVENUES AND EXPENDITURES COMPARED TO BUDGET
With Comparative Information from Prior Fiscal Year

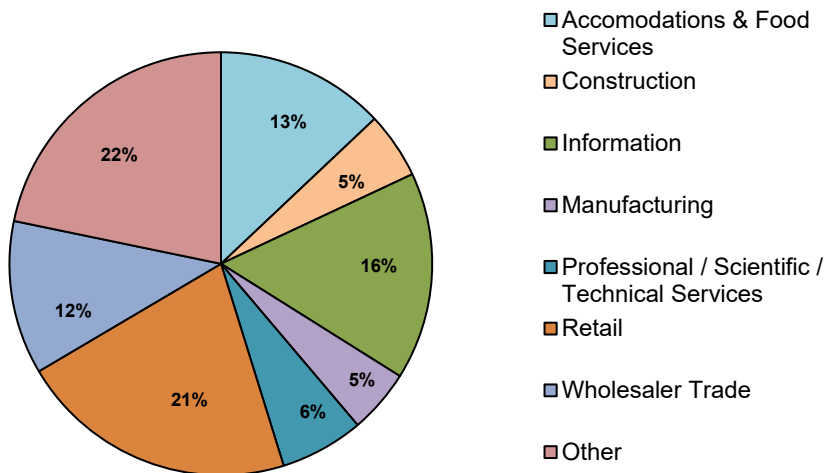
CATEGORY	FY 2019-20 ACTUAL PRIOR YEAR	FY 2020-21 REVISED BUDGET	FY 2020-21 ACTUAL 1ST QTR	FY 2020-21 ACTUAL YTD	ACTUAL YTD as % of Budget
Operating revenues:					
Drainage Fees	\$ 2,320,434	\$ 2,455,791	\$ 435,575	\$ 435,575	17.7% ⁽¹⁾
Interest income and other	136,976	40,000	8,013	8,013	20.0%
Total Operating Revenues:	2,457,410	2,495,791	443,589	443,589	17.8%
Operating expenses					
Personnel services	273,918	313,093	69,173	69,173	22.1%
Supplies	13,239	17,700	2,256	2,256	12.7%
Maintenance	32,637	102,620	15,746	15,746	15.3%
Contractual services	172,465	310,224	34,885	34,885	11.2%
Debt service	543,141	542,266	-	-	0.0%
Capital outlay	48,524	38,610	-	-	0.0%
Total Operating Expenses:	1,083,926	1,324,513	122,059	122,059	9.2%
Capital Projects (Cash Funded)	33,383	2,272,430	-	-	0.0%
Total Expenses:	1,117,308	3,596,943	122,059	122,059	3.4%
Net Change in Working Capital	1,340,102	(1,101,152)	321,529	321,529	
Working Capital at Beginning of Year	6,431,737	7,771,839		7,771,839	
Working Capital at End of Year	\$ 7,771,839	\$ 6,670,687		\$ 8,093,368	

⁽¹⁾ Fees represent a one-month lag in the collection of stormwater revenue but actuals are in line with historical trends

TOWN OF ADDISON
Schedule of Sales Tax Collections
For the quarter ending December 31, 2020

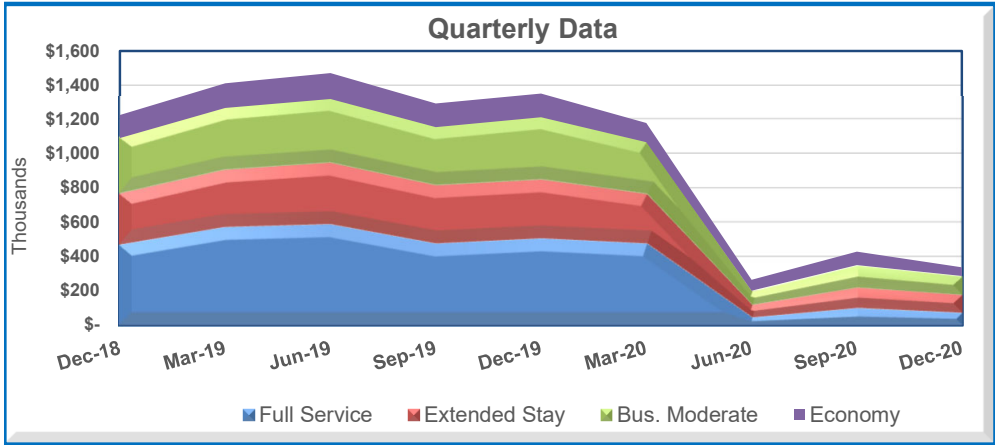
		FY2021	% Change	FY2020
		Monthly Collections	from	Monthly Collections
			Prior Year	
October	\$	1,229,815	-11.2%	\$ 1,384,839
November		1,095,667	-13.7%	1,269,353
December		1,076,775	-9.4%	1,188,777
January			-100.0%	1,430,683
February			-100.0%	1,241,465
March			-100.0%	1,080,029
April			-100.0%	1,166,877
May			-100.0%	931,272
June			-100.0%	1,199,683
July			-100.0%	1,418,491
August			-100.0%	1,019,598
September			-100.0%	971,556
		\$ 3,402,257		\$ 14,302,624
Budget:		12,330,000	27.6%	13,700,000

Breakdown of Sales Tax by Economic Category



TOWN OF ADDISON
HOTEL OCCUPANCY TAX COLLECTION
Hotels By Service Type for the Quarter and Year-to-Date Ended December 31, 2020
With Comparative Information from Prior Fiscal Year

	Rooms		Oct. - Dec. 2020		21 to 20
	Number	%	Amount	%	% Diff.
Full Service					
Marriott Quorum	547	15%	\$ 71,804	17%	-71%
Renaissance	528	14%	27,690	7%	-84%
	1,075	29%	99,494	23%	-80%
Extended Stay					
Budget Suites	344	9%	9,811	2%	-24%
Hawthorn Suites	70	2%	7,032	2%	-57%
Marriott Residence Inn	150	4%	20,788	5%	-65%
Hyatt House	132	4%	24,164	6%	-55%
⁽¹⁾ Homewood Suites	120	3%	17,168	4%	-68%
Home2Suites	132	4%	25,657	6%	-66%
Springhill Suites	159	4%	14,609	3%	-80%
	1,107	30%	119,229	28%	-65%
Business Moderate					
Marriott Courtyard Quorum	176	5%	16,650	4%	-81%
LaQuinta Inn	152	4%	32,381	8%	-32%
Marriott Courtyard Midway	145	4%	13,819	3%	-76%
Radisson - Addison	101	3%	15,552	4%	-58%
Hilton Garden Inn	96	3%	13,649	3%	-72%
⁽¹⁾ Holiday Inn Express	97	3%	16,985	4%	100%
⁽¹⁾ Holiday Inn Beltway	102	3%	-	0%	100%
Best Western Plus	84	2%	18,541	4%	-29%
	953	26%	127,577	30%	-65%
Economy					
Motel 6	127	3%	26,879	6%	-14%
Hampton Inn	158	4%	10,749	3%	-80%
⁽¹⁾ Red Roof Inn	105	3%	18,482	4%	-25%
Quality Suites North/Galleria	78	2%	19,393	5%	-8%
⁽¹⁾ America's Best Value Inn	60	2%	4,158	1%	-43%
	528	14%	79,661	19%	-43%
TOTAL	3,663	100%	\$ 425,961	100%	-68%



⁽¹⁾ Not yet received one or more payments for the quarter

Town of Addison



**For the Quarter Ended
December 31, 2019**

Report Name

- Certification Page
- Executive Summary
- Benchmark Comparison
- Detail of Security Holdings
- Change in Value
- Earned Income
- Investment Transactions
- Amortization and Accretion
- Projected Fixed Income Cash Flows

MARKET RECAP - DECEMBER 2019:

As December began, there were an unusually high number of potential disruptions capable of derailing an already fragile U.S. economy. The December Fed meeting and a U.K. general election, both key events, took a backseat to impending tariff escalation and the possibility of another government shutdown. But one-by-one, all the concerns eased. The December FOMC meeting matched expectations as Fed officials voted to hold monetary policy steady and signaled their intent to maintain the current 1.50% - 1.75% target rate for all of 2020. The U.K. elections produced expected results with Boris Johnson's Conservative party claiming a majority in the British Parliament, which should open the door for the United Kingdom to leave the European Union in 2020. On the U.S. budget front, funding was secured early and with little drama, ensuring the Federal government will continue operating. Recalling the extreme damage caused by last year's 35-day shutdown, both parties were more than willing to kick discussions out into 2021. The December game-changer came on the trade front as the administration announced "Phase 1" of a long anticipated trade deal with China just hours before new tariffs were set to kick in. Investors had apparently expected this painful escalation to be postponed, but the details of the agreement were more upbeat than expected and the announcement of de-escalation was welcomed relief. That relief was bolstered by news that Congress had signed-off on an amended version of the USMCA trade agreement, and representatives from Canada, Mexico and the United States promptly signed the deal.

Turning our attention to the economic data, the ISM manufacturing data retained its crown as the weakest piece of data, slipping from 48.3 to 48.1 in November, a fourth straight month of contraction. ISM's non-manufacturing index fell from 54.7 to 53.9, but remains above 50, indicating continued expansion, albeit at a slower pace. The employment report surprised to the upside as a whopping +266k new jobs were added to payrolls in November, handily beating the +180k median forecast. Upward revisions to the prior two months added another +41k to the tally, taking the monthly average for the last six months to a robust +196k. The unemployment rate dropped from 3.6% to 3.5%, matching a 50-year low. November retail sales rose a slight +0.2%, well shy of the expected +0.5%, however, since Thanksgiving fell so late this year, the tail end of the Black Friday weekend and Cyber Monday both fell into December, suggesting that December sales could get a boost at the expense of November. Inflation remains well contained with CPI running at +2.1% and core PCE well below the Fed's target at +1.5%. Home sales continue to be restrained by lean inventories, but gains in building permits, housing starts, and a 20-year high in the NAHB's builder confidence index all suggest that housing will continue to benefit from a strong labor market and sub-4% mortgage rates. In the year ahead, housing could become an important counter-balance to the recent weakness we have seen in the manufacturing sector.

All in all, December was a positive month with several key risks to the outlook fading, stable economic data, and interest rates holding well within recent ranges. With that backdrop, equity markets extended their rally as all of the major U.S. averages set new highs in the waning days of 2019.

**For the Quarter Ended
December 31, 2019**

This report is prepared for the **Town of Addison** (the "Entity") in accordance with Chapter 2256 of the Texas Public Funds Investment Act ("PFIA"). Section 2256.023(a) of the PFIA states that: "Not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of the investment transactions for all funds covered by this chapter for the preceding reporting period." This report is signed by the Entity's investment officers and includes the disclosures required in the PFIA. To the extent possible, market prices have been obtained from independent pricing sources.

The investment portfolio complied with the PFIA and the Entity's approved Investment Policy and Strategy throughout the period. All investment transactions made in the portfolio during this period were made on behalf of the Entity and were made in full compliance with the PFIA and the approved Investment Policy.

Officer Names and Titles:



Name: Bill Hawley

Title: Interim Chief Financial Officer



Name: Amanda D. Turner, CPA

Title: Controller

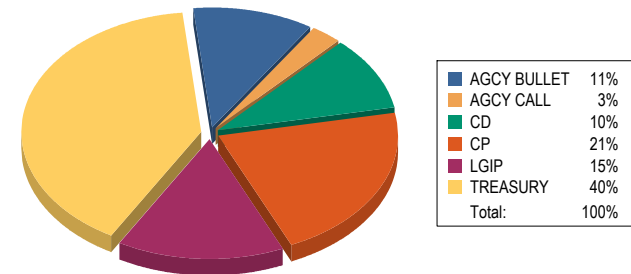
Account Summary

Allocation by Security Type

Beginning Values as of 09/30/19

Ending Values as of 12/31/19

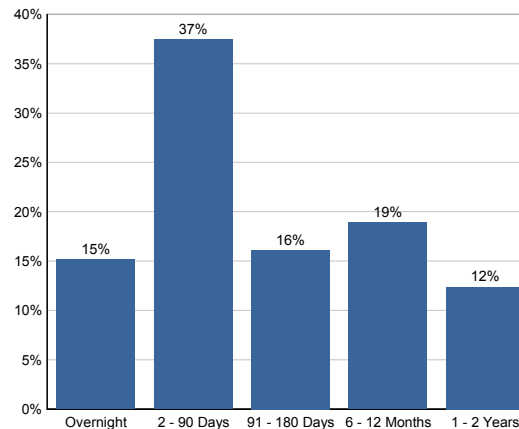
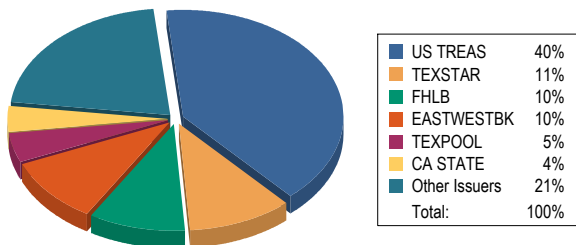
Par Value	87,372,579.68	105,548,863.56
Market Value	87,387,682.58	105,612,832.56
Book Value	87,282,326.73	105,546,641.03
Unrealized Gain/(Loss)	105,355.85	66,191.53
Market Value %	100.12%	100.06%
Weighted Avg. YTW	2.385%	2.011%
Weighted Avg. YTM	2.385%	2.011%



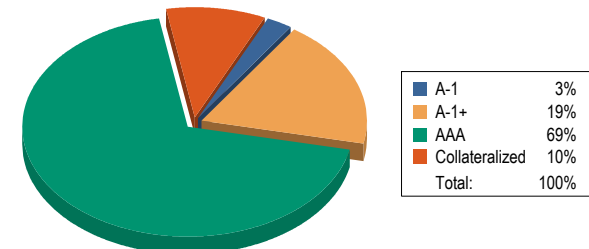
Allocation by Issuer

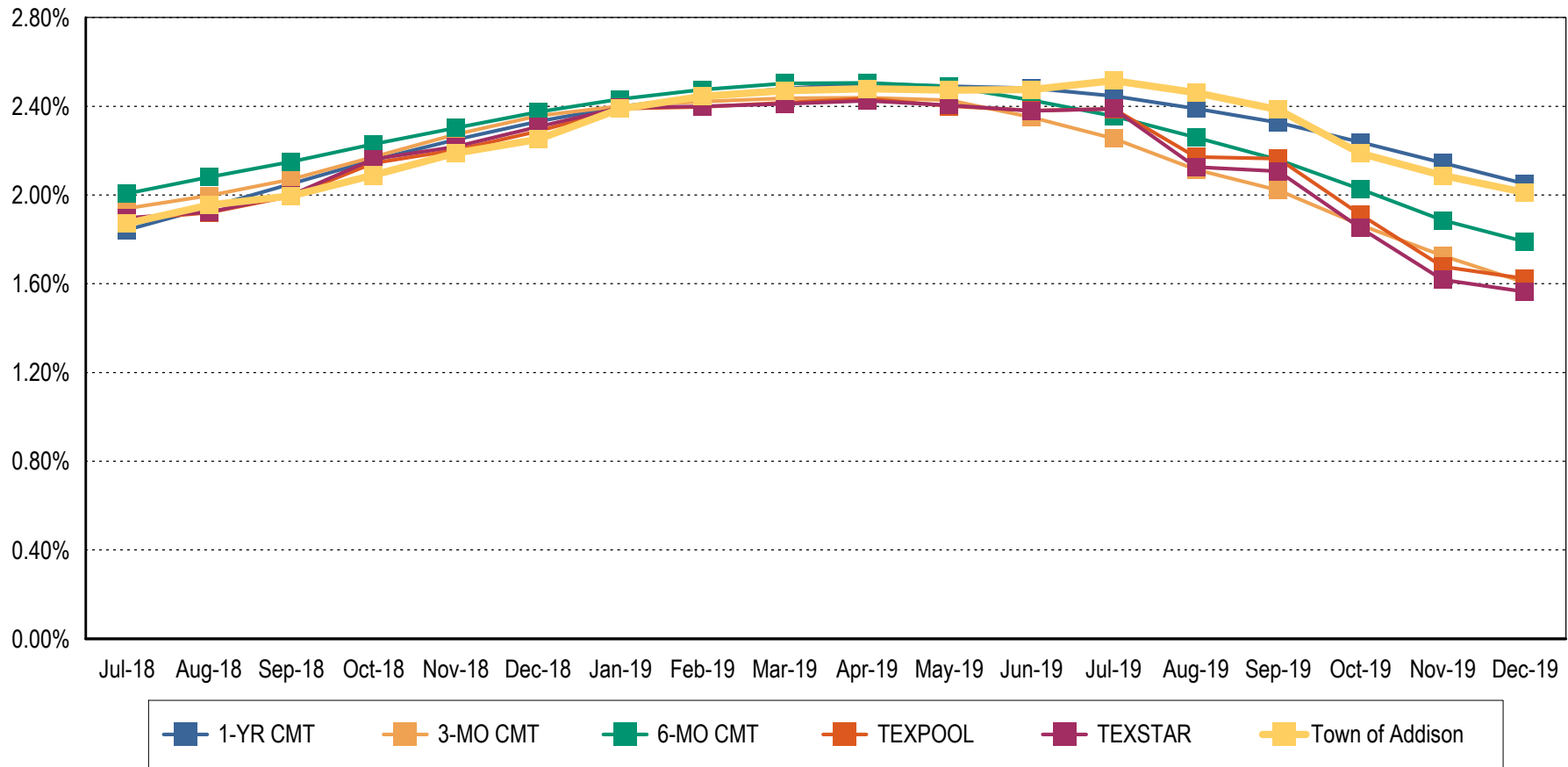
Maturity Distribution %

Credit Quality



Weighted Average Days to Maturity: 139





Note 1: CMT stands for Constant Maturity Treasury. This data is published in Federal Reserve Statistical Release H.15 and represents an average of all actively traded Treasury securities having that time remaining until maturity. This is a standard industry benchmark for Treasury securities. The CMT benchmarks are moving averages. The 3-month CMT is the daily average for the previous 3 months, the 6-month CMT is the daily average for the previous 6 months, and the 1-year and 2-year CMT's are the daily averages for the previous 12-months.

Note 2: Benchmark data for TexPool is the monthly average yield.

Note 3: Benchmark data for TexSTAR is the monthly average yield.

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW
Pooled Funds																	
TEXPOOL		LGIP	TexPool					4,860,363.87	100.000	4,860,363.87	4,860,363.87	100.000	4,860,363.87	1		1.623	1.623
TEXSTAR		LGIP	TexSTAR					11,145,214.27	100.000	11,145,214.27	11,145,214.27	100.000	11,145,214.27	1		1.564	1.564
05249HFU1	10/30/19	CP - INT	City of Austin, TX	1.900	01/08/20			2,740,000.00	100.000	2,740,000.00	2,740,000.00	99.991	2,739,753.40	8		1.900	1.900
66844CAN4	10/22/19	CP - DISC	Northwestern Univ		01/22/20			3,000,000.00	99.527	2,985,816.66	2,996,762.49	99.902	2,997,066.60	22		1.859	1.859
CD-8603-1	07/28/19	CD	East West Bk CD	2.250	01/28/20			5,194,577.65	100.000	5,194,577.65	5,194,577.65	100.000	5,194,577.65	28		2.250	2.250
9128283S7	03/21/19	TREAS NOTE	U.S. Treasury	2.000	01/31/20			3,000,000.00	99.570	2,987,109.38	2,998,782.60	100.026	3,000,793.50	31		2.504	2.504
3130ADN32	03/20/19	AGCY BULET	FHLB	2.125	02/11/20			3,000,000.00	99.634	2,989,020.00	2,998,629.27	100.053	3,001,580.40	42		2.541	2.541
CD-8019-1	08/12/19	CD	East West Bk CD	2.100	02/12/20			5,108,707.77	100.000	5,108,707.77	5,108,707.77	100.000	5,108,707.77	43		2.100	2.100
912828MP2	12/17/18	TREAS NOTE	U.S. Treasury	3.625	02/15/20			4,000,000.00	100.988	4,039,531.25	4,004,205.60	100.232	4,009,270.00	46		2.753	2.753
912828J50	01/30/19	TREAS NOTE	U.S. Treasury	1.375	02/29/20			3,000,000.00	98.699	2,960,976.56	2,994,102.66	99.953	2,998,604.10	60		2.604	2.604
13068CEA9	12/13/19	CP - INT	State of CA	1.730	03/11/20			4,000,000.00	100.000	4,000,000.00	4,000,000.00	100.016	4,000,625.20	71		1.730	1.730
31333XP50	01/18/19	AGCY BULET	FHLB	4.125	03/13/20			4,500,000.00	101.688	4,575,946.50	4,513,311.05	100.476	4,521,425.40	73		2.627	2.627
89233GCS3	09/03/19	CP - DISC	Toyota Mtr Cr		03/26/20			2,000,000.00	98.878	1,977,563.89	1,990,697.22	99.556	1,991,113.40	86		1.992	1.992
912828X21	02/08/19	TREAS NOTE	U.S. Treasury	1.500	04/15/20			5,000,000.00	98.805	4,940,234.38	4,985,374.65	99.973	4,998,633.00	106		2.533	2.533
912828ND8	02/27/19	TREAS NOTE	U.S. Treasury	3.500	05/15/20			5,000,000.00	101.156	5,057,812.50	5,017,880.20	100.668	5,033,398.50	136		2.524	2.524
78009AEV2	09/30/19	CP - DISC	Royal Bank of Canada		05/29/20			2,500,000.00	98.696	2,467,397.22	2,479,926.40	99.200	2,480,000.00	150		1.966	1.966
78009AFF6	12/16/19	CP - DISC	Royal Bank of Canada		06/15/20			1,500,000.00	99.080	1,486,198.33	1,487,411.67	99.123	1,486,848.75	167		1.837	1.837
912828XU9	02/28/19	TREAS NOTE	U.S. Treasury	1.500	06/15/20			3,000,000.00	98.680	2,960,390.63	2,985,989.04	99.965	2,998,945.20	167		2.543	2.543
89233GGD2	10/17/19	CP - DISC	Toyota Mtr Cr		07/13/20			2,000,000.00	98.545	1,970,900.00	1,979,091.12	98.982	1,979,633.40	195		1.969	1.969
46640PGH0	10/23/19	CP - DISC	J.P.Morgan Sec		07/17/20			1,500,000.00	98.615	1,479,230.00	1,484,655.00	99.019	1,485,290.55	199		1.886	1.886
912828VP2	10/17/19	TREAS NOTE	U.S. Treasury	2.000	07/31/20			4,000,000.00	100.277	4,011,093.75	4,008,216.52	100.206	4,008,246.40	213		1.643	1.643
91514BGW7	11/05/19	CP - INT	Univ of TX	1.860	07/31/20			3,500,000.00	100.000	3,500,000.00	3,500,000.00	99.983	3,499,405.00	213		1.860	1.860
3137EAEJ4	12/10/19	AGCY BULET	FHLMC	1.625	09/29/20			4,000,000.00	99.984	3,999,360.00	3,999,410.12	99.994	3,999,750.40	273		1.644	1.644
912828Z22	10/16/19	TREAS NOTE	U.S. Treasury	1.625	10/15/20			5,000,000.00	99.992	4,999,609.38	4,999,691.65	99.984	4,999,210.50	289		1.633	1.633
912828X36	12/27/19	TREAS NOTE	U.S. Treasury	2.250	02/15/21			5,000,000.00	100.672	5,033,593.75	5,033,199.25	100.661	5,033,043.00	412		1.650	1.650
9128284B3	11/26/19	TREAS NOTE	U.S. Treasury	2.375	03/15/21			5,000,000.00	100.902	5,045,117.19	5,041,733.90	100.859	5,042,929.50	440		1.671	1.671
3130AHCE1	10/16/19	AGCY CALL	FHLB	1.750	04/15/21	4/15/2020	QRTLY	3,000,000.00	99.950	2,998,500.00	2,998,707.06	99.947	2,998,402.80	471	106	1.784	1.784
Total for Pooled Funds								105,548,863.56	99.970	105,514,264.93	105,546,641.03	100.062	105,612,832.56	139		2.011	2.011



Town of Addison
Detail of Security Holdings
 As of 12/31/2019

CUSIP	Settle Date	Sec. Type	Sec. Description	CPN	Mty Date	Next Call	Call Type	Par Value	Purch Price	Orig Cost	Book Value	Mkt Price	Market Value	Days to Mty	Days to Call	YTM	YTW	
Total for Town of Addison									105,548,863.56	99.970	105,514,264.93	105,546,641.03	100.062	105,612,832.56	139		2.011	2.011

CUSIP	Security Type	Security Description	09/30/19 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/19 Book Value	09/30/19 Market Value	12/31/19 Market Value	Change in Mkt Value
Pooled Funds											
TEXPOOL	LGIP	TexPool	4,839,136.32	21,227.55	0.00	0.00	0.00	4,860,363.87	4,839,136.32	4,860,363.87	21,227.55
TEXSTAR	LGIP	TexSTAR	8,786,502.23	4,842,778.91	(2,484,066.87)	0.00	0.00	11,145,214.27	8,786,502.23	11,145,214.27	2,358,712.04
64105SXF0	CP - DISC	Nestle Finance Intl Ltd 0.000 10/15/19	2,996,919.99	0.00	(3,000,000.00)	3,080.01	0.00	0.00	2,997,474.90	0.00	(2,997,474.90)
912828T59	TREAS NOTE	U.S. Treasury 1.000 10/15/19	2,498,554.68	0.00	(2,500,000.00)	1,445.32	0.00	0.00	2,498,949.25	0.00	(2,498,949.25)
3130ACM92	AGCY BULET	FHLB 1.500 10/21/19	1,998,636.30	0.00	(2,000,000.00)	1,363.70	0.00	0.00	1,999,618.80	0.00	(1,999,618.80)
66844DXM9	CP - DISC	Northwestern Univ 0.000 10/21/19	2,996,316.66	0.00	(3,000,000.00)	3,683.34	0.00	0.00	2,996,250.00	0.00	(2,996,250.00)
91514BGE7	CP - INT	Univ of TX 2.730 11/05/19	2,000,000.00	0.00	(2,000,000.00)	0.00	0.00	0.00	2,000,280.00	0.00	(2,000,280.00)
3130AA3R7	AGCY BULET	FHLB 1.375 11/15/19	3,495,041.73	0.00	(3,500,000.00)	4,958.27	0.00	0.00	3,497,608.10	0.00	(3,497,608.10)
912828U73	TREAS NOTE	U.S. Treasury 1.375 12/15/19	2,992,771.29	0.00	(3,000,000.00)	7,228.71	0.00	0.00	2,996,835.90	0.00	(2,996,835.90)
46640QZT1	CP - DISC	J.P.Morgan Sec 0.000 12/27/19	2,484,654.18	0.00	(2,500,000.00)	15,345.82	0.00	0.00	2,487,576.00	0.00	(2,487,576.00)
05249HFU1	CP - INT	City of Austin, TX 1.900 01/08/20	0.00	2,740,000.00	0.00	0.00	0.00	2,740,000.00	0.00	2,739,753.40	2,739,753.40
66844CAN4	CP - DISC	Northwestern Univ 0.000 01/22/20	0.00	2,985,816.66	0.00	10,945.83	0.00	2,996,762.49	0.00	2,997,066.60	2,997,066.60
CD-8603-1	CD	East West Bk CD 2.250 01/28/20	5,165,202.29	29,375.36	0.00	0.00	0.00	5,194,577.65	5,165,202.29	5,194,577.65	29,375.36
912828S7	TREAS NOTE	U.S. Treasury 2.000 01/31/20	2,995,049.22	0.00	0.00	3,733.38	0.00	2,998,782.60	3,000,820.20	3,000,793.50	(26.70)
3130ADN32	AGCY BULET	FHLB 2.125 02/11/20	2,995,545.18	0.00	0.00	3,084.09	0.00	2,998,629.27	3,002,200.20	3,001,580.40	(619.80)
CD-8019-1	CD	East West Bk CD 2.100 02/12/20	5,081,738.84	26,968.93	0.00	0.00	0.00	5,108,707.77	5,081,738.84	5,108,707.77	26,968.93
912828MP2	TREAS NOTE	U.S. Treasury 3.625 02/15/20	4,012,803.72	0.00	0.00	(8,598.12)	0.00	4,004,205.60	4,024,687.60	4,009,270.00	(15,417.60)
912828J50	TREAS NOTE	U.S. Treasury 1.375 02/29/20	2,984,906.85	0.00	0.00	9,195.81	0.00	2,994,102.66	2,993,437.50	2,998,604.10	5,166.60
13068CEA9	CP - INT	State of CA 1.730 03/11/20	0.00	4,000,000.00	0.00	0.00	0.00	4,000,000.00	0.00	4,000,625.20	4,000,625.20
3133XXP50	AGCY BULET	FHLB 4.125 03/13/20	4,529,949.89	0.00	0.00	(16,638.84)	0.00	4,513,311.05	4,545,970.65	4,521,425.40	(24,545.25)
89233GCS3	CP - DISC	Toyota Mtr Cr 0.000 03/26/20	1,980,628.34	0.00	0.00	10,068.88	0.00	1,990,697.22	1,980,024.40	1,991,113.40	11,089.00
912828X21	TREAS NOTE	U.S. Treasury 1.500 04/15/20	4,972,584.45	0.00	0.00	12,790.20	0.00	4,985,374.65	4,990,234.50	4,998,633.00	8,398.50
912828ND8	TREAS NOTE	U.S. Treasury 3.500 05/15/20	5,029,926.95	0.00	0.00	(12,046.75)	0.00	5,017,880.20	5,050,390.50	5,033,398.50	(16,992.00)
78009AEV2	CP - DISC	Royal Bank of Canada 0.000 05/29/20	2,467,531.95	0.00	0.00	12,394.45	0.00	2,479,926.40	2,467,061.00	2,480,000.00	12,939.00
78009AFF6	CP - DISC	Royal Bank of Canada 0.000 06/15/20	0.00	1,486,198.33	0.00	1,213.34	0.00	1,487,411.67	0.00	1,486,848.75	1,486,848.75
912828XU9	TREAS NOTE	U.S. Treasury 1.500 06/15/20	2,978,303.43	0.00	0.00	7,685.61	0.00	2,985,989.04	2,992,508.70	2,998,945.20	6,436.50
89233GGD2	CP - DISC	Toyota Mtr Cr 0.000 07/13/20	0.00	1,970,900.00	0.00	8,191.12	0.00	1,979,091.12	0.00	1,979,633.40	1,979,633.40
46640PGH0	CP - DISC	J.P.Morgan Sec 0.000 07/17/20	0.00	1,479,230.00	0.00	5,425.00	0.00	1,484,655.00	0.00	1,485,290.55	1,485,290.55
912828VP2	TREAS NOTE	U.S. Treasury 2.000 07/31/20	0.00	4,011,093.75	0.00	(2,877.23)	0.00	4,008,216.52	0.00	4,008,246.40	4,008,246.40
91514BGW7	CP - INT	Univ of TX 1.860 07/31/20	0.00	3,500,000.00	0.00	0.00	0.00	3,500,000.00	0.00	3,499,405.00	3,499,405.00
3130AH2K8	AGCY CALL	FHLB 2.050 09/10/20	3,999,622.24	0.00	(4,000,000.00)	377.76	0.00	0.00	4,000,063.60	0.00	(4,000,063.60)
3137EAEJ4	AGCY BULET	FHLMC 1.625 09/29/20	0.00	3,999,360.00	0.00	50.12	0.00	3,999,410.12	0.00	3,999,750.40	3,999,750.40
912828Z22	TREAS NOTE	U.S. Treasury 1.625 10/15/20	0.00	4,999,609.38	0.00	82.27	0.00	4,999,691.65	0.00	4,999,210.50	4,999,210.50
9128283X6	TREAS NOTE	U.S. Treasury 2.250 02/15/21	0.00	5,033,593.75	0.00	(394.50)	0.00	5,033,199.25	0.00	5,033,043.00	5,033,043.00



Town of Addison
Change in Value
From 09/30/2019 to 12/31/2019

CUSIP	Security Type	Security Description	09/30/19 Book Value	Cost of Purchases	Maturities / Calls / Sales	Amortization / Accretion	Realized Gain/(Loss)	12/31/19 Book Value	09/30/19 Market Value	12/31/19 Market Value	Change in Mkt Value
Pooled Funds											
3130AGZE8	AGCY CALL	FHLB 2.050 02/26/21	3,000,000.00	0.00	(3,000,000.00)	0.00	0.00	0.00	2,993,111.10	0.00	(2,993,111.10)
9128284B3	TREAS NOTE	U.S. Treasury 2.375 03/15/21	0.00	5,045,117.19	0.00	(3,383.29)	0.00	5,041,733.90	0.00	5,042,929.50	5,042,929.50
3130AHCE1	AGCY CALL	FHLB 1.750 04/15/21	0.00	2,998,500.00	0.00	207.06	0.00	2,998,707.06	0.00	2,998,402.80	2,998,402.80
Total for Pooled Funds			87,282,326.73	49,169,769.81	(30,984,066.87)	78,611.36	0.00	105,546,641.03	87,387,682.58	105,612,832.56	18,225,149.98
Total for Town of Addison			87,282,326.73	49,169,769.81	(30,984,066.87)	78,611.36	0.00	105,546,641.03	87,387,682.58	105,612,832.56	18,225,149.98

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
Pooled Funds									
TEXPOOL	LGIP	TexPool	0.00	21,227.55	21,227.55	0.00	0.00	0.00	21,227.55
TEXSTAR	LGIP	TexSTAR	0.00	58,712.04	58,712.04	0.00	0.00	0.00	58,712.04
64105SXF0	CP - DISC	Nestle Finance Intl Ltd 0.000 10/15/19	0.00	0.00	0.00	0.00	0.00	3,080.01	3,080.01
912828T59	TREAS NOTE	U.S. Treasury 1.000 10/15/19	11,543.72	956.28	12,500.00	0.00	0.00	1,445.32	2,401.60
3130ACM92	AGCY BULET	FHLB 1.500 10/21/19	13,333.33	1,666.67	15,000.00	0.00	0.00	1,363.70	3,030.37
66844DXM9	CP - DISC	Northwestern Univ 0.000 10/21/19	0.00	0.00	0.00	0.00	0.00	3,683.34	3,683.34
91514BGE7	CP - INT	Univ of TX 2.730 11/05/19	35,641.67	5,308.33	40,950.00	0.00	0.00	0.00	5,308.33
3130AA3R7	AGCY BULET	FHLB 1.375 11/15/19	18,180.56	5,881.94	24,062.50	0.00	0.00	4,958.27	10,840.21
912828U73	TREAS NOTE	U.S. Treasury 1.375 12/15/19	12,172.13	8,452.87	20,625.00	0.00	0.00	7,228.71	15,681.58
46640QZT1	CP - DISC	J.P.Morgan Sec 0.000 12/27/19	0.00	0.00	0.00	0.00	0.00	15,345.82	15,345.82
05249HFU1	CP - INT	City of Austin, TX 1.900 01/08/20	0.00	8,985.70	0.00	0.00	8,985.70	0.00	8,985.70
66844CAN4	CP - DISC	Northwestern Univ 0.000 01/22/20	0.00	0.00	0.00	0.00	0.00	10,945.83	10,945.83
CD-8603-1	CD	East West Bk CD 2.250 01/28/20	318.40	29,377.17	29,375.36	0.00	320.21	0.00	29,377.17
912828S37	TREAS NOTE	U.S. Treasury 2.000 01/31/20	10,108.70	15,000.00	0.00	0.00	25,108.70	3,733.38	18,733.38
3130ADN32	AGCY BULET	FHLB 2.125 02/11/20	8,854.17	15,937.50	0.00	0.00	24,791.67	3,084.09	19,021.59
CD-8019-1	CD	East West Bk CD 2.100 02/12/20	292.37	26,970.49	26,968.93	0.00	293.93	0.00	26,970.49
912828MP2	TREAS NOTE	U.S. Treasury 3.625 02/15/20	18,519.02	36,250.00	0.00	0.00	54,769.02	(8,598.12)	27,651.88
912828J50	TREAS NOTE	U.S. Treasury 1.375 02/29/20	3,513.05	10,425.82	0.00	0.00	13,938.87	9,195.81	19,621.63
13068CEA9	CP - INT	State of CA 1.730 03/11/20	0.00	3,602.19	0.00	(189.59)	3,791.78	0.00	3,602.19
31333XP50	AGCY BULET	FHLB 4.125 03/13/20	9,281.25	46,406.25	0.00	0.00	55,687.50	(16,638.84)	29,767.41
89233GCS3	CP - DISC	Toyota Mtr Cr 0.000 03/26/20	0.00	0.00	0.00	0.00	0.00	10,068.88	10,068.88
912828X21	TREAS NOTE	U.S. Treasury 1.500 04/15/20	34,631.15	18,852.46	37,500.00	0.00	15,983.61	12,790.20	31,642.66
912828ND8	TREAS NOTE	U.S. Treasury 3.500 05/15/20	66,100.54	43,995.61	87,500.00	0.00	22,596.15	(12,046.75)	31,948.86
78009AEV2	CP - DISC	Royal Bank of Canada 0.000 05/29/20	0.00	0.00	0.00	0.00	0.00	12,394.45	12,394.45
78009AFF6	CP - DISC	Royal Bank of Canada 0.000 06/15/20	0.00	0.00	0.00	0.00	0.00	1,213.34	1,213.34
912828XU9	TREAS NOTE	U.S. Treasury 1.500 06/15/20	13,278.69	11,311.47	22,500.00	0.00	2,090.16	7,685.61	18,997.08
89233GGD2	CP - DISC	Toyota Mtr Cr 0.000 07/13/20	0.00	0.00	0.00	0.00	0.00	8,191.12	8,191.12
46640PGH0	CP - DISC	J.P.Morgan Sec 0.000 07/17/20	0.00	0.00	0.00	0.00	0.00	5,425.00	5,425.00
912828VP2	TREAS NOTE	U.S. Treasury 2.000 07/31/20	0.00	16,521.74	0.00	(16,956.52)	33,478.26	(2,877.23)	13,644.51
91514BGW7	CP - INT	Univ of TX 1.860 07/31/20	0.00	10,307.50	0.00	0.00	10,307.50	0.00	10,307.50
3130AH2K8	AGCY CALL	FHLB 2.050 09/10/20	4,783.33	15,716.67	20,500.00	0.00	0.00	377.76	16,094.43
3137EAEJ4	AGCY BULET	FHLMC 1.625 09/29/20	0.00	3,791.67	0.00	(12,819.44)	16,611.11	50.12	3,841.79
912828Z22	TREAS NOTE	U.S. Treasury 1.625 10/15/20	0.00	17,093.58	0.00	(221.99)	17,315.57	82.27	17,175.85
9128283X6	TREAS NOTE	U.S. Treasury 2.250 02/15/21	0.00	1,528.54	0.00	(40,964.67)	42,493.21	(394.50)	1,134.04

CUSIP	Security Type	Security Description	Beg. Accrued	Interest Earned	Interest Rec'd / Sold / Matured	Interest Purchased	Ending Accrued	Disc Accr / Prem Amort	Net Income
Pooled Funds									
3130AGZE8	AGCY CALL	FHLB 2.050 02/26/21	5,295.83	9,395.84	14,691.67	0.00	0.00	0.00	9,395.84
9128284B3	TREAS NOTE	U.S. Treasury 2.375 03/15/21	0.00	11,744.51	0.00	(23,489.01)	35,233.52	(3,383.29)	8,361.22
3130AHCE1	AGCY CALL	FHLB 1.750 04/15/21	0.00	10,937.50	0.00	(145.83)	11,083.33	207.06	11,144.56
Total for Pooled Funds			265,847.91	466,357.89	432,113.05	(94,787.05)	394,879.80	78,611.36	544,969.25
Total for Town of Addison			265,847.91	466,357.89	432,113.05	(94,787.05)	394,879.80	78,611.36	544,969.25

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
Pooled Funds															
Calls															
11/25/19	11/26/19	3130AGZE8	AGCY CALL	FHLB	2.050	02/26/21	11/26/19	3,000,000.00	100.000	3,000,000.00	14,691.67	3,014,691.67		2.050	2.049
12/09/19	12/10/19	3130AH2K8	AGCY CALL	FHLB	2.050	09/10/20	12/10/19	4,000,000.00	100.000	4,000,000.00	20,500.00	4,020,500.00		2.060	2.048
Total for: Calls								7,000,000.00		7,000,000.00	35,191.67	7,035,191.67		2.056	2.049
Maturities															
10/15/19	10/15/19	64105SXF0	CP - DISC	Nestle Finance Intl Ltd		10/15/19		3,000,000.00	100.000	3,000,000.00	0.00	3,000,000.00		2.688	
10/15/19	10/15/19	912828T59	TREAS NOTE	U.S. Treasury	1.000	10/15/19		2,500,000.00	100.000	2,500,000.00	0.00	2,500,000.00		2.531	
10/21/19	10/21/19	3130ACM92	AGCY BULET	FHLB	1.500	10/21/19		2,000,000.00	100.000	2,000,000.00	0.00	2,000,000.00		2.744	
10/21/19	10/21/19	66844DXM9	CP - DISC	Northwestern Univ		10/21/19		3,000,000.00	100.000	3,000,000.00	0.00	3,000,000.00		2.222	
11/05/19	11/05/19	91514BGE7	CP - INT	Univ of TX	2.730	11/05/19		2,000,000.00	100.000	2,000,000.00	40,950.00	2,040,950.00		2.729	
11/15/19	11/15/19	3130AA3R7	AGCY BULET	FHLB	1.375	11/15/19		3,500,000.00	100.000	3,500,000.00	0.00	3,500,000.00		2.549	
12/15/19	12/15/19	912828U73	TREAS NOTE	U.S. Treasury	1.375	12/15/19		3,000,000.00	100.000	3,000,000.00	0.00	3,000,000.00		2.566	
12/27/19	12/27/19	46640QZT1	CP - DISC	J.P.Morgan Sec		12/27/19		2,500,000.00	100.000	2,500,000.00	0.00	2,500,000.00		2.589	
Total for: Maturities								21,500,000.00		21,500,000.00	40,950.00	21,540,950.00		2.563	
Purchases															
10/15/19	10/16/19	3130AHCE1	AGCY CALL	FHLB	1.750	04/15/21	04/15/20	3,000,000.00	99.950	2,998,500.00	145.83	2,998,645.83		1.784	1.784
10/15/19	10/16/19	912828Z22	TREAS NOTE	U.S. Treasury	1.625	10/15/20		5,000,000.00	99.992	4,999,609.38	221.99	4,999,831.37		1.633	1.633
10/16/19	10/17/19	912828VP2	TREAS NOTE	U.S. Treasury	2.000	07/31/20		4,000,000.00	100.277	4,011,093.75	16,956.52	4,028,050.27		1.643	1.643
10/16/19	10/17/19	89233GGD2	CP - DISC	Toyota Mtr Cr		07/13/20		2,000,000.00	98.545	1,970,900.00	0.00	1,970,900.00		1.969	1.969
10/21/19	10/22/19	66844CAN4	CP - DISC	Northwestern Univ		01/22/20		3,000,000.00	99.527	2,985,816.66	0.00	2,985,816.66		1.859	1.859
10/22/19	10/23/19	46640PGH0	CP - DISC	J.P.Morgan Sec		07/17/20		1,500,000.00	98.615	1,479,230.00	0.00	1,479,230.00		1.886	1.886
10/29/19	10/30/19	05249HFU1	CP - INT	City of Austin, TX	1.900	01/08/20		2,740,000.00	100.000	2,740,000.00	0.00	2,740,000.00		1.900	1.900
11/04/19	11/05/19	91514BGW7	CP - INT	Univ of TX	1.860	07/31/20		3,500,000.00	100.000	3,500,000.00	0.00	3,500,000.00		1.860	1.860
11/25/19	11/26/19	9128284B3	TREAS NOTE	U.S. Treasury	2.375	03/15/21		5,000,000.00	100.902	5,045,117.19	23,489.01	5,068,606.20		1.671	1.671
12/06/19	12/10/19	3137EAEJ4	AGCY BULET	FHLMC	1.625	09/29/20		4,000,000.00	99.984	3,999,360.00	12,819.44	4,012,179.44		1.644	1.644
12/12/19	12/13/19	13068CEA9	CP - INT	State of CA	1.730	03/11/20		4,000,000.00	100.000	4,000,000.00	189.59	4,000,189.59		1.730	1.730
12/13/19	12/16/19	78009AFF6	CP - DISC	Royal Bank of Canada		06/15/20		1,500,000.00	99.080	1,486,198.33	0.00	1,486,198.33		1.837	1.837
12/26/19	12/27/19	9128283X6	TREAS NOTE	U.S. Treasury	2.250	02/15/21		5,000,000.00	100.672	5,033,593.75	40,964.67	5,074,558.42		1.650	1.650



Town of Addison
Investment Transactions
From 10/01/2019 to 12/31/2019

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
Pooled Funds															
Total for: Purchases								44,240,000.00		44,249,419.06	94,787.05	44,344,206.11		1.741	1.741
Income Payments															
10/15/19	10/15/19	912828T59	TREAS NOTE	U.S. Treasury	1.000	10/15/19				0.00	12,500.00	12,500.00			
10/15/19	10/15/19	912828X21	TREAS NOTE	U.S. Treasury	1.500	04/15/20				0.00	37,500.00	37,500.00			
10/21/19	10/21/19	3130ACM92	AGCY BULET	FHLB	1.500	10/21/19				0.00	15,000.00	15,000.00			
10/31/19	10/31/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20				0.00	9,071.42	9,071.42			
10/31/19	10/31/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20				0.00	9,879.62	9,879.62			
11/15/19	11/15/19	3130AA3R7	AGCY BULET	FHLB	1.375	11/15/19				0.00	24,062.50	24,062.50			
11/15/19	11/15/19	912828ND8	TREAS NOTE	U.S. Treasury	3.500	05/15/20				0.00	87,500.00	87,500.00			
11/30/19	11/30/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20				0.00	8,794.20	8,794.20			
11/30/19	11/30/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20				0.00	9,578.91	9,578.91			
12/16/19	12/15/19	912828U73	TREAS NOTE	U.S. Treasury	1.375	12/15/19				0.00	20,625.00	20,625.00			
12/16/19	12/15/19	912828XU9	TREAS NOTE	U.S. Treasury	1.500	06/15/20				0.00	22,500.00	22,500.00			
12/31/19	12/31/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20				0.00	9,103.31	9,103.31			
12/31/19	12/31/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20				0.00	9,916.83	9,916.83			
Total for: Income Payments										0.00	276,031.79	276,031.79			
Capitalized Interest															
10/31/19	10/31/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20		9,071.42	100.000	9,071.42	0.00	9,071.42			
10/31/19	10/31/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20		9,879.62	100.000	9,879.62	0.00	9,879.62			
11/30/19	11/30/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20		8,794.20	100.000	8,794.20	0.00	8,794.20			
11/30/19	11/30/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20		9,578.91	100.000	9,578.91	0.00	9,578.91			
12/31/19	12/31/19	CD-8019-1	CD	East West Bk CD	2.100	02/12/20		9,103.31	100.000	9,103.31	0.00	9,103.31			
12/31/19	12/31/19	CD-8603-1	CD	East West Bk CD	2.250	01/28/20		9,916.83	100.000	9,916.83	0.00	9,916.83			
Total for: Capitalized Interest								56,344.29		56,344.29	0.00	56,344.29			

Trade Date	Settle Date	CUSIP	Security Type	Security Description	Coupon	Mty Date	Call Date	Par Value	Price	Principal Amount	Int Purchased / Received	Total Amount	Realized Gain / Loss	YTM	YTW
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Total for All Portfolios

Transaction Type	Quantity	Total Amount	Realized G/L	YTM	YTW
Total Calls	7,000,000.00	7,035,191.67		2.056	2.049
Total Maturities	21,500,000.00	21,540,950.00		2.563	
Total Purchases	44,240,000.00	44,344,206.11		1.741	1.741
Total Income Payments	0.00	276,031.79			
Total Capitalized Interest	56,344.29	56,344.29			

CUSIP	Settle Date	Security Type	Security Description	Next Call Date	Purchase Qty	Orig Price	Original Cost	Amrt/Accr for Period	Total Amrt/Accr Since Purch	Remaining Disc / Prem	Book Value
Pooled Funds											
64105SXF0	02/13/19	CP - DISC	Nestle Finance Intl Ltd 0.000 10/15/19		0.00	98.211	0.00	3,080.01	0.00	0.00	0.00
912828T59	09/07/18	TREAS NOTE	U.S. Treasury 1.000 10/15/19		0.00	98.344	0.00	1,445.32	0.00	0.00	0.00
3130ACM92	11/05/18	AGCY BULET	FHLB 1.500 10/21/19		0.00	98.827	0.00	1,363.70	0.00	0.00	0.00
66844DXM9	07/24/19	CP - DISC	Northwestern Univ 0.000 10/21/19		0.00	99.454	0.00	3,683.34	0.00	0.00	0.00
91514BGE7	02/11/19	CP - INT	Univ of TX 2.730 11/05/19		0.00	100.000	0.00	0.00	0.00	0.00	0.00
3130AA3R7	08/31/18	AGCY BULET	FHLB 1.375 11/15/19		0.00	98.614	0.00	4,958.27	0.00	0.00	0.00
912828U73	01/25/19	TREAS NOTE	U.S. Treasury 1.375 12/15/19		0.00	98.961	0.00	7,228.71	0.00	0.00	0.00
46640QZT1	04/02/19	CP - DISC	J.P.Morgan Sec 0.000 12/27/19		0.00	98.102	0.00	15,345.82	0.00	0.00	0.00
05249HFU1	10/30/19	CP - INT	City of Austin, TX 1.900 01/08/20		2,740,000.00	100.000	2,740,000.00	0.00	0.00	0.00	2,740,000.00
66844CAN4	10/22/19	CP - DISC	Northwestern Univ 0.000 01/22/20		3,000,000.00	99.527	2,985,816.66	10,945.83	10,945.83	3,237.51	2,996,762.49
CD-8603-1	07/28/19	CD	East West Bk CD 2.250 01/28/20		5,194,577.65	100.000	5,194,577.65	0.00	0.00	0.00	5,194,577.65
9128283S7	03/21/19	TREAS NOTE	U.S. Treasury 2.000 01/31/20		3,000,000.00	99.570	2,987,109.38	3,733.38	11,673.22	1,217.40	2,998,782.60
3130ADN32	03/20/19	AGCY BULET	FHLB 2.125 02/11/20		3,000,000.00	99.634	2,989,020.00	3,084.09	9,609.27	1,370.73	2,998,629.27
CD-8019-1	08/12/19	CD	East West Bk CD 2.100 02/12/20		5,108,707.77	100.000	5,108,707.77	0.00	0.00	0.00	5,108,707.77
912828MP2	12/17/18	TREAS NOTE	U.S. Treasury 3.625 02/15/20		4,000,000.00	100.988	4,039,531.25	(8,598.12)	(35,325.65)	(4,205.60)	4,004,205.60
912828J50	01/30/19	TREAS NOTE	U.S. Treasury 1.375 02/29/20		3,000,000.00	98.699	2,960,976.56	9,195.81	33,126.10	5,897.34	2,994,102.66
13068CEA9	12/13/19	CP - INT	State of CA 1.730 03/11/20		4,000,000.00	100.000	4,000,000.00	0.00	0.00	0.00	4,000,000.00
3133XXP50	01/18/19	AGCY BULET	FHLB 4.125 03/13/20		4,500,000.00	101.688	4,575,946.50	(16,638.84)	(62,635.45)	(13,311.05)	4,513,311.05
89233GCS3	09/03/19	CP - DISC	Toyota Mtr Cr 0.000 03/26/20		2,000,000.00	98.878	1,977,563.89	10,068.88	13,133.33	9,302.78	1,990,697.22
912828X21	02/08/19	TREAS NOTE	U.S. Treasury 1.500 04/15/20		5,000,000.00	98.805	4,940,234.38	12,790.20	45,140.27	14,625.35	4,985,374.65
912828ND8	02/27/19	TREAS NOTE	U.S. Treasury 3.500 05/15/20		5,000,000.00	101.156	5,057,812.50	(12,046.75)	(39,932.30)	(17,880.20)	5,017,880.20
78009AEV2	09/30/19	CP - DISC	Royal Bank of Canada 0.000 05/29/20		2,500,000.00	98.696	2,467,397.22	12,394.45	12,529.18	20,073.60	2,479,926.40
78009AFF6	12/16/19	CP - DISC	Royal Bank of Canada 0.000 06/15/20		1,500,000.00	99.080	1,486,198.33	1,213.34	1,213.34	12,588.33	1,487,411.67
912828XU9	02/28/19	TREAS NOTE	U.S. Treasury 1.500 06/15/20		3,000,000.00	98.680	2,960,390.63	7,685.61	25,598.41	14,010.96	2,985,989.04
89233GGD2	10/17/19	CP - DISC	Toyota Mtr Cr 0.000 07/13/20		2,000,000.00	98.545	1,970,900.00	8,191.12	8,191.12	20,908.88	1,979,091.12
46640PGH0	10/23/19	CP - DISC	J.P.Morgan Sec 0.000 07/17/20		1,500,000.00	98.615	1,479,230.00	5,425.00	5,425.00	15,345.00	1,484,655.00
912828VP2	10/17/19	TREAS NOTE	U.S. Treasury 2.000 07/31/20		4,000,000.00	100.277	4,011,093.75	(2,877.23)	(2,877.23)	(8,216.52)	4,008,216.52
91514BGW7	11/05/19	CP - INT	Univ of TX 1.860 07/31/20		3,500,000.00	100.000	3,500,000.00	0.00	0.00	0.00	3,500,000.00
3130AH2K8	09/11/19	AGCY CALL	FHLB 2.050 09/10/20	12/10/19	0.00	99.990	0.00	377.76	0.00	0.00	0.00
3137EAEJ4	12/10/19	AGCY BULET	FHLMC 1.625 09/29/20		4,000,000.00	99.984	3,999,360.00	50.12	50.12	589.88	3,999,410.12
912828Z2Z	10/16/19	TREAS NOTE	U.S. Treasury 1.625 10/15/20		5,000,000.00	99.992	4,999,609.38	82.27	82.27	308.35	4,999,691.65
9128283X6	12/27/19	TREAS NOTE	U.S. Treasury 2.250 02/15/21		5,000,000.00	100.672	5,033,593.75	(394.50)	(394.50)	(33,199.25)	5,033,199.25



Town of Addison
Amortization and Accretion
From 09/30/2019 to 12/31/2019

CUSIP	Settle Date	Security Type	Security Description	Next Call Date	Purchase Qty	Orig Price	Original Cost	Amrt/Accr for Period	Total Amrt/Accr Since Purch	Remaining Disc / Prem	Book Value
Pooled Funds											
3130AGZE8	09/03/19	AGCY CALL	FHLB 2.050 02/26/21	11/26/19	0.00	100.000	0.00	0.00	0.00	0.00	0.00
9128284B3	11/26/19	TREAS NOTE	U.S. Treasury 2.375 03/15/21		5,000,000.00	100.902	5,045,117.19	(3,383.29)	(3,383.29)	(41,733.90)	5,041,733.90
3130AHCE1	10/16/19	AGCY CALL	FHLB 1.750 04/15/21	04/15/20	3,000,000.00	99.950	2,998,500.00	207.06	207.06	1,292.94	2,998,707.06
Total for Pooled Funds					89,543,285.42		89,508,686.79	78,611.36	32,376.10	2,222.53	89,541,062.89
Total for Town of Addison					89,543,285.42		89,508,686.79	78,611.36	32,376.10	2,222.53	89,541,062.89

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
Pooled Funds						
05249HFU1	CP - INT	City of Austin, TX 1.900 01/08/20	01/08/20	9,984.10	2,740,000.00	2,749,984.10
66844CAN4	CP - DISC	Northwestern Univ 0.000 01/22/20	01/22/20	0.00	3,000,000.00	3,000,000.00
CD-8603-1	CD	East West Bk CD 2.250 01/28/20	01/28/20	8,965.98	5,194,577.65	5,203,543.63
CD-8019-1	CD	East West Bk CD 2.100 02/12/20	01/31/20	8,940.23	0.00	8,940.23
9128283S7	TREAS NOTE	U.S. Treasury 2.000 01/31/20	01/31/20	30,000.00	3,000,000.00	3,030,000.00
912828VP2	TREAS NOTE	U.S. Treasury 2.000 07/31/20	01/31/20	40,000.00	0.00	40,000.00
3130ADN32	AGCY BULET	FHLB 2.125 02/11/20	02/11/20	31,875.00	3,000,000.00	3,031,875.00
CD-8019-1	CD	East West Bk CD 2.100 02/12/20	02/12/20	3,527.10	5,108,707.77	5,112,234.87
9128283X6	TREAS NOTE	U.S. Treasury 2.250 02/15/21	02/15/20	56,250.00	0.00	56,250.00
912828MP2	TREAS NOTE	U.S. Treasury 3.625 02/15/20	02/15/20	72,500.00	4,000,000.00	4,072,500.00
912828J50	TREAS NOTE	U.S. Treasury 1.375 02/29/20	02/29/20	20,625.00	3,000,000.00	3,020,625.00
13068CEA9	CP - INT	State of CA 1.730 03/11/20	03/11/20	17,016.39	4,000,000.00	4,017,016.39
3133XFP50	AGCY BULET	FHLB 4.125 03/13/20	03/13/20	92,812.50	4,500,000.00	4,592,812.50
9128284B3	TREAS NOTE	U.S. Treasury 2.375 03/15/21	03/15/20	59,375.00	0.00	59,375.00
89233GCS3	CP - DISC	Toyota Mtr Cr 0.000 03/26/20	03/26/20	0.00	2,000,000.00	2,000,000.00
3137EAEJ4	AGCY BULET	FHLMC 1.625 09/29/20	03/29/20	32,500.00	0.00	32,500.00
3130AHCE1	AGCY CALL	FHLB 1.750 04/15/21	04/15/20	26,250.00	0.00	26,250.00
9128282Z2	TREAS NOTE	U.S. Treasury 1.625 10/15/20	04/15/20	40,625.00	0.00	40,625.00
912828X21	TREAS NOTE	U.S. Treasury 1.500 04/15/20	04/15/20	37,500.00	5,000,000.00	5,037,500.00
912828ND8	TREAS NOTE	U.S. Treasury 3.500 05/15/20	05/15/20	87,500.00	5,000,000.00	5,087,500.00
78009AEV2	CP - DISC	Royal Bank of Canada 0.000 05/29/20	05/29/20	0.00	2,500,000.00	2,500,000.00
78009AFF6	CP - DISC	Royal Bank of Canada 0.000 06/15/20	06/15/20	0.00	1,500,000.00	1,500,000.00
912828XU9	TREAS NOTE	U.S. Treasury 1.500 06/15/20	06/15/20	22,500.00	3,000,000.00	3,022,500.00
Total for Pooled Funds				698,746.30	56,543,285.42	57,242,031.72

CUSIP	Security Type	Security Description	Pay Date	Interest	Principal	Total Amount
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Total for All Portfolios

	January 2020	97,890.31	13,934,577.65	14,032,467.96
	February 2020	184,777.10	15,108,707.77	15,293,484.87
	March 2020	201,703.89	10,500,000.00	10,701,703.89
	April 2020	104,375.00	5,000,000.00	5,104,375.00
	May 2020	87,500.00	7,500,000.00	7,587,500.00
	June 2020	22,500.00	4,500,000.00	4,522,500.00
Total Projected Cash Flows for Town of Addison		698,746.30	56,543,285.42	57,242,031.72